




**Deputy Provost (Students) and Associate  
Vice-President (Academic) Undergraduate Studies**

St. John's, NL Canada A1C 5S7  
Tel: 709 864 2985 Fax: 709 864 2028 [www.mun.ca](http://www.mun.ca)

MEMORANDUM

Date: June 2, 2014

To: Directors and staff of the Deputy Provost (Students) portfolio  
MUNSU, GSU, MISU, GCSU; Senior Academic Administrators Group (SAAG)

From: Dr. Cecilia Reynolds, Deputy Provost (Students) and  
Associate Vice-President (Academic) Undergraduate Studies 

Subject: Announcement of Panel Visits and Call for Written Submissions

---

At its meeting on May 8, Memorial University's Board of Regents approved a macro level plan for the realignment of the portfolio of the Deputy Provost (Students) and Associate Vice-President (Academic) Undergraduate Studies. This plan was developed following a year-long consultation process which included an External Review Report (released to the Memorial community, June 2013) and a series of Visioning Group Reports (released to the Memorial community, April 2014). These reports, as well as a memo regarding the Board's approval of the realignment plan, are available on the [Provost's website](#).

Phase One of the realignment plan is focused on the Registrar's Office, the Office of Student Recruitment, the Housing, Food and Conference Services unit, and ancillaries within the portfolio.

Phase Two of the realignment plan provides for further consultation in the broad area of student development by bringing together a four-person panel on Comprehensive Student Development as outlined below, for a two-day site visit on **June 19 and 20, 2014** with a final report due on July 31, 2014.

Phase Three of the realignment plan provides for further consultation in the broad area of student health and wellness by bringing together a four-person panel on student health and wellness as outlined below, for a two-day site visit on **June 24 and 25, 2014** with a final report due on July 31, 2014.

**Panel: Comprehensive Student Development**

Members of this panel include:

- **Dr. Donna Hardy-Cox**, Dean, School of Social Work, Memorial University
- **Dr. Scott MacKinnon**, Acting Director, Division of Co-operative Education and Associate Dean, Human Kinetics and Recreation, Memorial University
- **Ms. Robyn Wiltshire**, Director, Office of the Deputy Provost (Student Life and Learning), McGill University. As Director of the Office of the Deputy Provost Student Life and Learning, Ms. Wiltshire oversees the activities of the Office of the Deputy Provost Student Life and Learning, providing strategic advice and support to the Deputy Provost, his senior team and the

community on a broad range of issues related to student life and learning. Ms. Wiltshire works with other senior administrators to develop and implement University-wide student life and learning initiatives. Ms. Wiltshire oversees the Office for International Education and chairs the McGill International Education Network.

- **Dr. Anne Forrestall**, Assistant Vice-President, Student Academic Success Services, Dalhousie University. Dr. Forrestall leads an integrated approach for service including international student and exchange services, student accessibility and accommodation, Agriculture Campus student support services, study skills, academic advising, writing centre services, black student advising and the Multifaith Centre. From 2003 to 2013 she was the Executive Director of Student Affairs and Services at the University of New Brunswick.

The panel will continue from the Visioning Group Final Report on Student Services/Affairs and will consult further on optimal structures for carrying out the functions currently housed in three units:

- Career Development and Experiential Learning
- The former Office of the Dean of Students
- Student Success Programs

#### **Panel: Student Health and Wellness**

Members of this panel include:

- **Dr. Linda Hensman**, former Dean of Pharmacy, Memorial University
- **Dr. David Philpott**, Faculty of Education, co-author of “Healthy Campus at Memorial” report, Memorial University
- **Mr. David McMurray**, Vice-President, Student Affairs, Wilfred Laurier University. Mr. McMurray has successfully implemented strategies in a wide variety of student learning and development capacities, most recently: “Integrated and Engaged Learning” a holistic higher education approach; and the “Student Wellness Initiative” an integrated circle of care response to student health and well-being.
- **Dr. Laeeque Daneshmend**, Deputy Provost, Queen’s University. Dr. Daneshmend was appointed Deputy Provost at Queen’s University in January 2013. He has held the Noranda-Falconbridge Chair in Mine-Mechanical Engineering, since 1995, and served as department Head from 2007 to 2012. Prior to joining Queen’s he was a faculty member at McGill University from 1985 to 1995.

The panel will continue from the Visioning Group Final Report on Health and Wellness and will consult further on optimal structures for creating some possible new and/or realigned services and supports, as well as continuing the services and supports currently housed in two units:

- Counselling Centre
- Student Health Centre

**Written submissions** to one or both of these panels on the topic of optimal organizational structures for meeting student needs in these areas on the St. John’s campus are welcome and should be sent to: [valerie.windsor@mun.ca](mailto:valerie.windsor@mun.ca) **on or before June 16, 2014.**