



University of Toronto

OFFICE OF THE GOVERNING COUNCIL

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MEMORANDUM

To: Members of the Academic Board
From: Cristina Oke, Secretary
Date: November 16, 2005
Re: **Academic Board Meeting – Thursday, November 24, 2005 at 4:10 pm**

(a) Agenda Package

Enclosed is the agenda package for the meeting of Academic Board which will be held on **Thursday, November 24, 2005 in the Council Chamber, 2nd floor, Simcoe Hall at 4:10 p.m.**

(b) Material previously distributed

Please note that, when distributing documentation for Academic Board meetings, **we do not include the documentation for those members who will have previously received copies** (i.e. members of the Committee on Academic Policy and Programs will not receive the items arising from that Committee as those members will have received this documentation with their AP&P agenda package). In such instances, **members are requested to retrieve the relevant documentation for the Academic Board meeting.** Please note, however, that all members of the Academic Board have received the discussion paper on Graduate Enrolment Planning, as it has been revised.

(c) Graduate Enrolment Planning Discussion Paper

Members are encouraged to read Report Number 105 of the Planning and Budget Committee (November 1, 2005) to familiarize themselves with the points that were raised during the discussion of graduate enrolment planning at that meeting. It is hoped that the discussion at the Academic Board will build on, rather than repeat, the points raised at the Committee meeting.

(d) Reception following the meeting

The Office of the Vice-President and Provost is hosting a reception for members of the Academic Board in the Main Lounge of the Faculty Club following the meeting. An invitation is included in the agenda package.

(e) Confirmation of Meeting Attendance

If you have not already done so, please confirm your attendance at this meeting by contacting me by phone (416-978-8427) or email (c.oke@utoronto.ca).

Thank you.