



MEMORANDUM

To: Members of the Academic Board  
From: Mae-Yu Tan, Secretary  
Date: March 15, 2010  
Re: Academic Board Meeting - Tuesday, March 23, 2010 at 4:10 p.m.

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**(a) Agenda Package**

Enclosed is the agenda package for the meeting of the Academic Board that will be held on **Tuesday, March 23, 2010 in the Council Chamber, Simcoe Hall, room 214, at 4:10 p.m.** If members have questions on any of the agenda items, please notify me by 12 noon on Monday, March 22, 2010, so that appropriate information may be provided.

Members are welcome to view from the website listed below the Reviews of Academic Programs and Units, July 2008 – December 2009, Annual Report, which are discussed in the March 9, 2010 Agenda Committee minutes (Item 3b of the Academic Board agenda).

<http://www.governingcouncil.utoronto.ca/AssetFactory.aspx?did=6777>

**(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** (e.g. members of the Planning and Budget Committee will not receive the items arising from that Committee as those members will have received this documentation with their Planning and Budget agenda package). In such instances, **members are requested to retrieve the relevant documentation for the Academic Board meeting.**

**(c) Confirmation of Meeting Attendance**

Please contact Ms Kata Skoko by phone (416-978-6576) or email ([governing.council@utoronto.ca](mailto:governing.council@utoronto.ca)) to indicate whether or not you will be able to attend the meeting, so that we can ensure that quorum will be met.

Thank you.