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MEMORANDUM

To: Members of the Agenda Committee of the Academic Board
From: Mae-Yu Tan, Secretary
Date: April 24, 2009
Re: **Agenda Committee Meeting - Tuesday, April 28, 2009 at 2:00 p.m.**

(a) Agenda Package

Enclosed is the agenda package for the meeting of the Agenda Committee that will be held on **Tuesday, April 28, 2009 in the Forster Room, Simcoe Hall, room 229, at 2:00 p.m.**

(b) Academic Administrative Appointments

Included in the agenda package is confidential documentation for the academic administrative appointments. If you have any questions concerning this documentation, please contact me (416-978-8794/maeyu.tan@utoronto.ca) prior to the meeting.

(c) Confirmation of Meeting Attendance

In order to ensure that quorum will be met at the meeting, please inform Ms Kata Skoko (416-978-6576/governing.council@utoronto.ca) as to whether or not you will be able to attend the meeting.

Thank you.