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CONFIDENTIAL TO MEMBERS OF THE AGENDA COMMITTEE

M E M O R A N D U M

To: Members of the Agenda Committee of the Academic Board
From: Mae-Yu Tan, Secretary
Date: September 18, 2008
Re: **Agenda Committee Meeting - Tuesday, September 23, 2008 at 2:00 pm**

(a) Agenda Package

Enclosed is the agenda package for the meeting of the Agenda Committee that will be held on **Tuesday, September 23, 2008 in the Forster Room, Simcoe Hall, room 229, at 2:00 p.m.**

The *Accountability Framework for Reviews of Academic Programs and Units* gives responsibility to the Agenda Committee for identifying any general academic issues raised by the overview of reviews that warrant discussion by the Academic Board. Included in the agenda package are the Reviews of Academic Programs and Units, and Report Number 136 of the Committee on Academic Policy and Programs in which the discussion of Part II of the 2006-2007 reviews is recorded (pps. 9 – 24).

(b) Information about the Agenda Committee

The following information has been provided for reference and background to the work of the Committee members:

Membership & Meeting Schedule:

- Schedule of Governing Council meetings for 2008-09
- Members of the Agenda Committee for 2008-09

Terms of Reference of the Agenda Committee

Organization

- Staff contact list for the Office of the Governing Council
- Governing Council Organization chart

(c) 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.

(d) Confirmation of Meeting Attendance

In order to ensure that quorum will be met at the meeting, please confirm your attendance by phone (416-978-6576) or by email (governing.council@utoronto.ca).

Thank you.

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