



**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: March 2, 2010  
Re: **Agenda Committee Meeting - Tuesday, March 9, 2010, from 2:00 – 3:00 p.m.**

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**(a) Agenda Package**

Enclosed is the agenda package for the meeting of the Agenda Committee that will be held on **Tuesday, March 9, 2010 in the Forster Room, Simcoe Hall, room 229, from 2:00 – 3:00 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. The Review of Academic Programs and Units, July 2008 – December 2009 Annual Report has been included in the agenda package so that members will be prepared to participate in a focused discussion at the meeting.

**(b) Academic Administrative Appointments**

Confidential documentation for the academic administrative appointments is also included in the agenda package. If you have any questions concerning this documentation, please contact me (416-978-8794/[maeyu.tan@utoronto.ca](mailto:maeyu.tan@utoronto.ca)) prior to the 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 may ensure that quorum will be met.

Thank you.