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MEMORANDUM

To: Members of the Academic Board
From: Cristina Oke, Secretary
Date: April 28, 2005
Re: **Academic Board Meeting – Thursday, May 5, 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, May 5, 2005 in the Council Chamber, 2nd floor, Simcoe Hall at 4:10 p.m.** It is anticipated that the meeting **will end by 5:10 p.m.**

Although the agenda is not lengthy, it includes **several crucial items**. Professor David Naylor, President-designate, will address the Board. A number of significant academic administrative appointments will be considered for approval by the Board at this meeting. As well, the Striking Committee of the Academic Board will be recommending some time-sensitive appointments.

(b) Confirmation of Meeting Attendance

In order to ensure that there will be quorum at the meeting, if you have not yet done so, please confirm your attendance by contacting me by phone (416-978-8427) or email (c.oke@utoronto.ca).

Thank you.