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M E M O R A N D U M

To: Members of the Academic Board
From: Cristina Oke, Secretary
Date: May 25, 2005
Re: **Academic Board Meeting – Thursday, June 2, 2005 at 9:30 am**

(a) Agenda Package

Enclosed is the agenda package for the meeting of Academic Board which will be held on **Thursday, June 2, 2005 in the Council Chamber, 2nd floor, Simcoe Hall at 9:30 a.m.**

PLEASE NOTE THE EARLY START TIME.

(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).

(c) *In camera* Items

As you will see from the agenda, the meeting will begin with the *in camera* items.

(d) Extra Material for Capital Project Items

Only the Executive Summary of the Project planning reports for capital projects is included in the agenda package. The full report will be available online at <http://www.utoronto.ca/govcncl/bac/details/abdetai.htm>. Copies will also be available upon request from the Office of the Governing Council.

Thank you.