

## MEMORANDUM

To: Members of the Governing Council

From: Cristina Oke, Assistant Secretary of the Governing Council

Date: February 6, 2002

**Re: Meeting of February 14, 2002**

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Enclosed is the agenda package for the meeting of the Governing Council scheduled for Thursday February 14, 2002 **at 5:00 p.m.** in the Council Chamber, Simcoe Hall.

Included in this package is confidential material for members only concerning the creation of a senior position. The appointment to that position will be considered by the Executive Committee at a special meeting held prior to the meeting of the Governing Council. Material concerning the appointment will be distributed at the Governing Council meeting.

If you have not already done so, please confirm your attendance at this meeting by contacting Cristina Oke by phone (416-978-8427) or email ([c.oke@utoronto.ca](mailto:c.oke@utoronto.ca)).

Thank you.