

## MEMORANDUM

To: Members of the Governing Council

From: Cristina Oke, Assistant Secretary of the Governing Council

Date: March 27, 2002

Re: **Governing Council Meeting – Friday April 5, 2002 at 3:30 pm**

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### **(a) Agenda Package**

The Agenda package for the April 5th meeting is attached. Please note that Report Number 345 of the Executive Committee will be finalized early next week and placed on the web-site. I will notify you of the url when the report is posted. Copies will be placed on the table at the meeting.

### **(b) Day and Time Change**

Please note that the meeting is being held **on Friday**, rather than on Thursday, and will start **at 3:30 p.m.**, not at the usual time of 4:30 p.m.

### **(c) Confirmation of Attendance**

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

Thank you.