



University of Toronto

OFFICE OF THE GOVERNING COUNCIL

MEMORANDUM

To: Members of the Governing Council

From: Andrew Drummond, Assistant Secretary of the Governing Council

Date: June 23, 2005

Re: **Material for Governing Council Meeting of June 29, 2005**

(a) Agenda Package

Enclosed is the agenda package for the meeting of the Governing Council which will be held on **Wednesday, June 29, 2005**, in the Council Chamber, 2nd floor, Simcoe Hall at **4:00 p.m.** **Please note the early start time.**

(b) Material Previously Distributed

Please note that, when distributing documentation for Governing Council meetings, we do not include the appendices to reports for those members who will have previously received copies (i.e. members of the Academic Board will not receive the items and/or appendices to the report of that Board as those members will have received this documentation with their Academic Board agenda package). In such instances, members are requested to retrieve the relevant documentation for the Governing Council meeting.

(c) Confirmation of Meeting Attendance

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

Thank you.