



University of Toronto

OFFICE OF THE GOVERNING COUNCIL

MEMORANDUM

To: Members of the Governing Council

From: Henry T. Mulhall, Committee Secretary

Date: December 5, 2005

Re: **Material for the Governing Council Meeting of December 12, 2005 at the University of Toronto at Scarborough**

(a) Agenda Package

Enclosed is the agenda package for the meeting of the Governing Council which will be held on Monday, December 12, 2005 at 4:30 p.m. **Please note that the meeting is on a Monday, rather than the usual Thursday.** Non-confidential material will also be available for those who wish to access it electronically at <http://www.utoronto.ca/govcncl/bac/details/gcdetail.htm>.

(b) Material previously distributed

Please note that, when distributing documentation for Governing Council meetings, we do not include specific items of documentation for those members who will have previously received copies as part of their agenda packages for board and committee meetings. In such instances, members are requested to retrieve the relevant documentation for the Governing Council meeting.

(c) Meeting Location – Council Chamber, University of Toronto at Scarborough

This is to remind members that the December 12 meeting will take place in the Council Chamber, in the Arts and Administration Building (Room 160), at the University of Toronto at Scarborough (1265 Military Trail). A map is enclosed. If you are travelling by car, from Highway 401 you should exit at Morningside Avenue, proceed southbound, then turn east onto Military Trail. Please note that we estimate that it will take a minimum of 45 minutes to reach the Scarborough campus if you depart from the downtown core at 3:30 p.m.; it will likely take a minimum of 60 minutes if you leave after 3:30 p.m.

(d) Parking

Parking will be available in Parking Lot A from 3:00 p.m. onwards on December 12. Please identify yourself to the parking attendant as a participant in the Governing Council meeting, and you will be provided with a permit.

(e) Principal's Reception to Follow the Meeting

Vice-President and Principal Kwong-loi Shun will be hosting a holiday reception for members of the Governing Council in the Council Chamber following the meeting.

(f) Confirmation of Meeting Attendance

If you have not already done so, **please confirm your attendance at this meeting and the reception to follow** by telephone to Stephan Humphrey (416-978-6576) or by email to governing.council@utoronto.ca. Please **also inform Stephan if you require transportation to and/or from the meeting, or could provide a ride to someone in need of transportation.**