



# University of Toronto

OFFICE OF THE GOVERNING COUNCIL

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## MEMORANDUM

To: Members of the Executive Committee

From: Henry Mulhall, Committee Secretary

Date: October 11, 2006

Re: **Material for Meeting of October 18, 2006 at 5:00 p.m.**

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### (a) Agenda Package

Enclosed is the agenda package for the meeting of the Executive Committee which will be held on Wednesday October 18, 2006 at 5:00 p.m. in the Board Room, 2<sup>nd</sup> floor, Simcoe Hall (please note that this meeting will be held on a Wednesday rather than the usual Thursday). Additional documentation will be forthcoming as soon as it is ready for distribution. Non-confidential documentation will also be available on the Governing Council website at <http://www.utoronto.ca/govcncl/bac/details/exdetail.htm>.

### (b) Material Previously Distributed

Please note that, when distributing documentation for Executive Committee 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 Executive Committee meeting.

### (c) Confirmation of Meeting Attendance

If you have not already done so, please confirm your attendance at this meeting by telephone (416-978-6576) or by email to [governing.council@utoronto.ca](mailto:governing.council@utoronto.ca).

Thank you.