



University of Toronto

OFFICE OF THE GOVERNING COUNCIL

Phone: (416) 978-2118
Facsimile: (416) 978-8182
E-mail: l.charpentier@utoronto.ca

Memorandum to: Members of the Executive Committee

From: Louis R. Charpentier
Secretary of the Governing Council

Date: June 13, 2008 for June 16, 2008

Re: **Governing Council and Executive Committee Meeting Dates for 2009 - 10**

Agenda Item: 8

Item Identification: Governing Council and Executive Committee Meeting Dates for 2009 - 2010.

Sponsor: Secretary of the Governing Council

Jurisdictional Information:

Section 11 of *By-Law Number 2* of the Governing Council requires that at least five regular meetings of Governing Council be held during the academic year. The date and times of such meetings shall be determined annually in advance by the Executive Committee not later than June 30th preceding the period of such meetings. The Executive Committee may cancel at most one of the regular meetings of the Governing Council in each academic year for lack of sufficient business.

Highlights

Seven meeting cycles. The cycle of seven scheduled meetings is intended to provide the flexibility for assessors to introduce business into the governance structure, minimizing the need to call special meetings or to make last minute changes to the meeting schedule. It is always easier to cancel scheduled meetings that are not required than to seek to add them on short notice.

Final Meeting of the Governing Council. The June meeting of the Governing Council has been scheduled for Thursday, June 24, 2010. This date will allow for immediate follow-up to the meeting and other end-of-year matters prior to the summer vacation period.

Governing Council Orientation. A Governing Council orientation date will be confirmed shortly. The orientation is an information session for new and returning governors, intended to provide an overview of the governance process, the duties and trusteeship responsibilities of members of the Governing Council, and the University's plans and priorities for the year.

Action Sought

The Executive Committee is asked to approve the following 2009 - 2010 meeting dates for the Governing Council, as well as its own dates.

Cycle	Executive Committee Usual time: 5:00 – 7:00 p.m. Location: Board Room	Governing Council Usual time: 4:30 – 6:30 p.m. Location: Council Chamber
Orientation		<i>TBD</i>
Cycle 1	Thursday, October 15, 2009	Thursday, October 29, 2009
Cycle 2	Monday, November 30, 2009	Thursday, December 10, 2009
Cycle 3	Monday, January 11, 2010	Thursday, January 21, 2010
Cycle 4	Thursday, February 11, 2010	Thursday, February 25, 2010
Cycle 5	Thursday, March 25, 2010	Thursday, April 8, 2010
Cycle 6	Monday, May 3, 2010	Thursday, May 13, 2010
Cycle 7	Monday, June 14, 2010 Thursday, June 24, 2010, 3:00 – 4:00 p.m.	Thursday, June 24, 2008 at 4:00 p.m.