



**Memorandum to:** Members of the Executive Committee

**From:** Louis R. Charpentier, Secretary of the Governing Council

**Date:** June 8, 2009 for June 15, 2009

**Re:** **Governing Council and Executive Committee Meeting Dates for 2010 - 11**

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**Agenda Item:** 9

**Item Identification:** Governing Council and Executive Committee Meeting Dates for 2010 - 11

**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. The Executive Committee also approves the dates of its own meetings.

**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.

**Governing Council Orientation:** A Governing Council orientation will be held on Wednesday, September 8, 2010, concentrating on the governance process and the duties and trusteeship responsibilities of members of the Governing Council.

**Action Sought**

The Executive Committee is asked to approve the following 2010 - 2011 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		Wednesday, September 8, 2010, 8:30 a.m.-1:00 p.m.
Cycle 1	Friday, October 15, 2010 at 12:00 p.m.	Thursday, October 28, 2010
Cycle 2	Monday, December 6, 2010	Thursday, December 16, 2010
Cycle 3	Monday, January 24, 2011	Thursday, February 3, 2011
Cycle 4	Monday, February 28, 2011	Thursday, March 10, 2011
Cycle 5	Monday, April 4, 2011	Monday, April 18, 2011
Cycle 6	Monday, May 9, 2011	Thursday, May 19, 2011 (at UTM)
Cycle 7	Monday, June 13, 2011 Thursday, June 23, 2011, 3:00 – 4:00 p.m.	Thursday, June 23, 2011 at 4:00 p.m.