



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

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

**Date:** January 31 for February 7, 2011

**Re:** **Governing Council and Executive Committee Meeting Dates, 2011-12**

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**Agenda Item:** 9

**Item Identification:** Governing Council and Executive Committee Meeting Dates, 2011-12

**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 30<sup>th</sup> 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**

**Six Meeting Cycles:** It is proposed to continue with six meeting cycles during the 2011-12 governance year. Experience during the current year has indicated that a six-cycle schedule provides the necessary flexibility for assessors to introduce items of business into the governance structure, minimizing the need to call special meetings or to make last-minute changes to the meeting schedule.

**Governing Council Orientation:** A brief Governing Council meeting, followed immediately by an Orientation session, is being scheduled for the first week in September (date and time to be confirmed). The meeting will provide an opportunity to preview the administration's priorities for the upcoming year. The Orientation will concentrate on the governance process and the duties and trusteeship responsibilities of members of the Governing Council. Its programme will include components intended specifically for new governors, as well as those more broadly applicable to the Council as a whole.

**Action Sought**

The Executive Committee is asked to approve the following 2011 - 2012 meeting dates for the Governing Council, as well as its own dates.

<b>Cycle</b>	<b>Executive Committee</b> <b>Usual time: 5:00 – 7:00 p.m. except as noted</b>
Cycle 1	Wednesday, October 19, 2011, 12:00 noon
Cycle 2	Monday, December 5, 2011
Cycle 3	Monday, February 6, 2012
Cycle 4	Thursday, March 29, 2012
Cycle 5	Monday, May 7, 2012
Cycle 6	Monday, June 11, 2012 (6A) Monday, June 25, 2012, 3:00 p.m. (6B)

<b>Cycle</b>	<b>Governing Council</b> <b>Usual time: 4:30 – 6:30 p.m. except as noted</b>
Pre-Orientation Meeting	TBD
Cycle 1	Thursday, October 27, 2011, 4:00 p.m.
Cycle 2	Thursday, December 15, 2011
Cycle 3	Thursday, February 16, 2012
Cycle 4	Wednesday, April 11, 2012
Cycle 5	Thursday, May 17, 2012 [UTSC]
Cycle 6	Monday, June, 25, 2012, 4:00 p.m.