



Memorandum to: Members of the Executive Committee

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

Date: March 22 for March 29, 2012

Re: **Governing Council and Executive Committee Meeting Dates, 2012-13**

Agenda Item: 7

Item Identification: Governing Council and Executive Committee Meeting Dates, 2012-13

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

Six Meeting Cycles: The 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 **Thursday, September 6, 2012 from 9:30 am to 2:30 pm**. 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 2012 - 2013 meeting dates for the Governing Council, as well as its own dates.

| Cycle | Executive Committee Usual time: 5:00 – 7:00 p.m. except as noted |
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| | |
| Cycle 1 | Friday, October 19, 2012, 12:00 noon |
| Cycle 2 | Monday, December 3, 2012 |
| Cycle 3 | Friday, February 15, 2013, 12:00 noon |
| Cycle 4 | Tuesday, April 2, 2013 |
| Cycle 5 | Monday, May 13, 2013 |
| Cycle 6 | Monday, June 17, 2013 (6A) Thursday, June 27, 2013, 3:00 p.m. (6B) |

| Cycle | Governing Council Usual time: 4:30 – 6:30 p.m. except as noted |
|-------------------------|---|
| Pre-Orientation Meeting | Thursday, September 6, 2012, 9:30 a.m. |
| Cycle 1 | Thursday, November 1, 2012 |
| Cycle 2 | Thursday, December 13, 2012 |
| Cycle 3 | Thursday, February 28, 2013 |
| Cycle 4 | Thursday, April 11, 2013 |
| Cycle 5 | Thursday, May 23, 2013 |
| Cycle 6 | Thursday, June 27, 2013, 4:00 p.m. |