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## MEMORANDUM

To: Members of the University Affairs Board  
From: Henry Mulhall, Secretary  
Date: January 10, 2007  
Re: **University Affairs Board Meeting – Tuesday, January 16, 2007 at 4:30 p.m.**

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### (a) Agenda Package

Enclosed is the agenda package for the meeting of the University Affairs Board which will be held on **Tuesday, January 16, 2007 at 4:30 p.m. in the Council Chamber, Simcoe Hall.** Non-confidential documentation will also be available on the Governing Council website at: <http://www.utoronto.ca/govcncl/bac/details/uadetail.htm>.

### (b) Confirmation of Meeting Attendance

In order to ensure that there will be quorum at the meeting, if you have not yet done so, please confirm your attendance by telephone to Kim Figueira (416-978-6576) or by email to ([governing.council@utoronto.ca](mailto:governing.council@utoronto.ca)).

Thank you.