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MEMORANDUM

To: Members of the University Affairs Board
From: Henry Mulhall, Secretary
Date: May 22, 2007
Re: **University Affairs Board Meeting – Tuesday, May 29, 2007 at 4:30 p.m.**

(a) Agenda Package

Enclosed is the agenda package for the meeting of the University Affairs Board that will be held on **Tuesday, May 29, 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>. Documentation for the confidential items will be distributed to members during the *in camera* session at the meeting, and reading time will be provided.

(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).

Thank you.