



University of Toronto

OFFICE OF THE GOVERNING COUNCIL

MEMORANDUM

To: Members of the Committee on Academic Policy and Programs

From: Andrew Drummond, Committee Secretary

Date: May 24, 2006

Re: **Material for Meeting of May 31, 2006**

(a) Agenda Package

Attached, please find the agenda package for the meeting of the Committee on Academic Policy and Programs that will be held on Wednesday, May 31, 2006 at 2:00 p.m. in the Council Chamber, Simcoe Hall. **Please note that the time of the meeting has been changed.**

Material will also be available at <http://www.utoronto.ca/govcncl/bac/details/apdetail.htm>.

(b) Preparation for the Meeting

As discussed at the last meeting, each member, in addition to reading the summaries of the reviews of the academic programs and units, is asked to read several reviews in detail and be prepared to comment on them.

To assist you in this task, you will find attached a chart detailing the reviews you are asked to read, as well as a template with key questions to consider in the case of each review.

The Chair has asked, in the interests of running a smooth meeting, that discussion of reviews that do not raise any issues of governance concern be kept to a minimum.

(c) Confirmation of Meeting Attendance

If you have not already done so, please confirm your attendance at this meeting by contacting me by phone (416-978-8794) or email (andrew.drummond@utoronto.ca).

Thank you.