



October 19, 2006

Memorandum to: Members of the Committee on Academic Policy and Programs

**Subject: Meeting of Wednesday, October 25, 2006 at 4:10 p.m.,
Council Chamber, Simcoe Hall**

Attached is your agenda package for the Wednesday, October 25 meeting of the Committee on Academic Policy and Programs. Because there is only one item of substantive business on the agenda, it is anticipated that the meeting will be brief.

I write on behalf of Professor Andrea Sass-Kortsak, Chair of the Committee, to urge members to **make every effort to attend the meeting**. The single item is the proposal from the Faculty of Arts and Science for a language citation to be placed on the academic records of students who meet certain requirements. The Faculty has declared this to be the year of languages - a "celebration of [their] importance in education, research and the global community." The Faculty is very eager to have this proposal considered and approved at this time to enable the language citation to be awarded this year.

So that the Chair can be kept informed of attendance, and so that we can know whether we will achieve a quorum, would you **please notify the Governing Council Office as soon as possible whether you will attend the meeting?** The telephone number (with 24-hour voice-mail) and e-mail address are below.

Secretary
Committee on Academic Policy
and Programs

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