



January 16, 2008

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

Subject: **Meeting of Tuesday, January 22, 2008 at 4:10 p.m.,  
Council Chamber, Simcoe Hall**

---

Attached is your agenda package for the January 22 meeting of the Committee on Academic Policy and Programs.

**(1) Documentation to Follow**

Two documents were not available for inclusion in your agenda package:

- item 1, Report of the Previous Meeting – Report 132, January 8, 2008; and
- item 3, Graduation Parchment Redesign – Sample of the Honorary Degree Parchment.

The report of the previous meeting will be posted on the Governing Council website as soon as it is available. The Secretariat will notify you by e-mail when and where the report has been posted, and hard copies will be made available at the meeting.

The sample of the Honorary Degree Parchment will be distributed separately or made available at the meeting.

**(2) RSVP – Regrets Only**

So that the Chair can be kept informed of attendance, would you **kindly notify the Governing Council Office if you will not be able to attend the meeting on January 22?** Please notify the Meeting Co-ordinator, Ms Kimberly Figueira at 416-978-6576 or e-mail [governing.council@utoronto.ca](mailto:governing.council@utoronto.ca).

---

Neil Dobbs  
Secretary  
Committee on Academic Policy  
and Programs