



University of Toronto

OFFICE OF THE GOVERNING COUNCIL

MEMORANDUM

To: Members of the Planning and Budget Committee
From: Cristina Oke, Secretary to the Committee
Date: November 28, 2005
Re: **Material for Meeting of December 6, 2005**

(a) Agenda Package

Enclosed is the agenda package for the meeting of the Planning and Budget Committee that will be held on **Tuesday, December 6, 2005 in the Council Chamber, 2nd floor, Simcoe Hall at 4:10 p.m.**

(b) Confirmation of Meeting Attendance

If you have not already done so, please confirm your attendance at this meeting by contacting me by phone (416-978-8427) or email (c.oke@utoronto.ca).

Thank you.