



University of Toronto

OFFICE OF THE GOVERNING COUNCIL

MEMORANDUM

To: Members of the Planning and Budget Committee

From: Mae-Yu Tan, Secretary to the Committee

Date: January 23, 2007

Re: **Material for Meeting of January 30, 2007**

(a) Agenda Package

Enclosed is the agenda package for the meeting of the Planning and Budget Committee that will be held on **Tuesday, January 30, 2007 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 the Office of the Governing Council by phone (416-978-6576) or email (governing.council@utoronto.ca).

Thank you.