



# University of Toronto TORONTO ONTARIO M5S 1A1

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OFFICE OF THE GOVERNING COUNCIL

November 2, 2004

Memorandum to: Members of the University Affairs Board

Subject: **Meeting of Tuesday, November 9, 2004, at 4:30 p.m.,  
Council Chamber, Simcoe Hall**

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Attached is your agenda package for the November 9 meeting of the University Affairs Board.

**(1) Attendance**

So that the Chair can be kept informed of attendance, would you kindly notify Ramona McKendrick (416-978-6576, [ramona.cesar@utoronto.ca](mailto:ramona.cesar@utoronto.ca)) if you will be **unable** to attend?

**(2) Item 4 – Equity Offices – Annual Reports**

Professor Angela Hildyard, the Vice-President, Human Resources and Equity, and the equity officers plan to make a joint presentation to the Board, stressing a number of highly significant issues that intersect all of the equity reports. Dr. Robert Bennett, the Chair of the Board, will then (a) invite discussion of this joint presentation, and subsequently (b) invite questions and comments concerning the individual reports.

Because the reports will not be presented individually, Dr. Bennett and Professor Hildyard have asked me to stress the importance of members' careful reading of the reports in advance of the meeting.

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Secretary  
University Affairs Board

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