



University of Toronto

OFFICE OF THE GOVERNING COUNCIL

MEMORANDUM

To: Members of the Committee on Academic Policy and Programs

From: Cristina Oke, Acting Secretary to the Committee

Date: August 30, 2007

Re: **Material for Meeting of September 10, 2007**

(a) Agenda Package

Enclosed is the agenda package for the meeting of the Committee on Academic Policy and Programs that will be held on **Monday, September 10, 2007 in the Council Chamber, 2nd floor, Simcoe Hall at 4:10 p.m.**

(b) Information about the Committee on Academic Policy and Programs

The following information is provided for reference and background to your work as a member of the Committee in the 2007-08 academic year. If you have any questions, or if you would like further information, please do not hesitate to contact me by email (c.oke@utoronto.ca) or phone (416-946-7443).

1. Committee on Academic Policy and Programs:

- 1.01 Members of the Committee on Academic Policy and Programs for 2007-08
- 1.02 Terms of Reference of the Committee on Academic Policy and Programs
- 1.03 Schedule of Governing Council meetings for 2007-08
- 1.04 Frequently Asked Questions

2. Practices and Procedures

- 2.01 Membership of the Governing Council and Appointments to its Boards and Committees
- 2.02 Documentation for Meetings of the Governing Council and its Boards and Committees
- 2.03 Guidelines on Attendance at Meetings

3. Organization

- 3.01 Governing Council Organization Chart
- 3.02 Staff contact list for the Office of the Governing Council

Agenda and reports of the Committee from previous years are available on the Web at <http://www.governingcouncil.utoronto.ca/bac/ap.htm>

(c) Confirmation of Meeting Attendance

If you have not already done so, please confirm your attendance at this meeting by contacting Kimberly Figueira by phone (416-978-6576) or email (governing.council@utoronto.ca).

Thank you.