



University of Toronto

OFFICE OF THE GOVERNING COUNCIL

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MEMORANDUM

To: Members of the Agenda Committee of the Academic Board
From: Mae-Yu Tan, Secretary
Date: September 12, 2007
Re: **Agenda Committee Meeting - Monday, September 17, 2007 at 2:00 pm**

(a) Agenda Package

Enclosed is the agenda package for the meeting of the Agenda Committee that will be held on **Monday, September 17, 2007 in the Falconer Room, Simcoe Hall, room 102, at 2:00 p.m.**

The *Accountability Framework for Reviews of Academic Programs and Units* gives responsibility to the Agenda Committee for identifying any general academic issues raised by the overview of reviews that warrant discussion by the Academic Board. Included in the agenda package are the Reviews of Academic Programs and Units, and Report 130 of the Committee on Academic Policy and Programs that records the discussion of the reviews.

(b) [Information about the Agenda Committee](#)

The following information has been provided for reference and background to the work of the Committee members:

Membership & Meeting Schedule:

- Schedule of Governing Council meetings for 2007-08
- Members of the Agenda Committee for 2007-08

Terms of Reference of the Agenda Committee

Organization

- Staff contact list for the Office of the Governing Council
- Governing Council Organization chart

(c) Academic Administrative Appointments

Included in the agenda package is documentation for academic administrative appointments. If you have any questions concerning this documentation, please contact me (416-978-8794 / maeyu.tan@utoronto.ca) prior to the meeting.

(d) Confirmation of Meeting Attendance

If you have not already done so, please confirm your attendance at this meeting by calling 416-978-6576 or by return email to governing.council@utoronto.ca.

Thank you.