



University of Toronto

OFFICE OF THE GOVERNING COUNCIL

MEMORANDUM

To: Members of the Academic Board
From: Mae-Yu Tan, Secretary
Date: October 31, 2007
Re: **Academic Board Meeting - Thursday, November 8, 2007 at 4:10 pm**

(a) Agenda Package

Enclosed is the agenda package for the meeting of the Academic Board that will be held on **Thursday, November 8, 2007 in the Council Chamber, Simcoe Hall, room 214, at 4:10 p.m.**

(b) Material previously distributed

Please note that, when distributing documentation for Academic Board meetings, **we do not include the documentation for those members who will have previously received copies** (e.g. members of the Planning and Budget Committee will not receive the items arising from that Committee as those members will have received this documentation with their Planning and Budget agenda package). In such instances, **members are requested to retrieve the relevant documentation for the Academic Board meeting.**

(c) Reports of the Academic Appeals Committee and Decisions of the University Tribunal

If members have any questions concerning items 8 (a) or 8 (b) on the agenda please contact me by phone (416-978-8794) or by email (maeyu.tan@utoronto.ca) by 12 noon on Wednesday, November 7, 2007, so that the appropriate guests may be in attendance.

(d) 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.