



December 18, 2007

Memorandum to: Members of the Committee on Academic Policy and Programs

Subject: **Meeting of Tuesday, January 8, 2008, at 4:10 p.m.,
Council Chamber, Simcoe Hall**

Attached is your agenda package for the January 8 meeting of the Committee on Academic Policy and Programs.

(1) Meeting on Tuesday, January 22, 2008 at 4:10 p.m.

Members were asked in November to hold on their calendars **Tuesday, January 22 at 4:10 p.m.** for a possible **additional meeting**. This note is to give you notice that there will be need for that meeting.

(2) RSVP

So that the Chair can be kept informed of attendance, would you **kindly notify the Governing Council Office (a) whether you plan to attend the next meeting on January 8, and (b) whether you will be able to attend the additional meeting on January 22?** Please notify the meeting co-ordinator in the Governing Council Office, Ms Kimberly Figueira at 416-978-6576 or e-mail governing.council@utoronto.ca.

Neil Dobbs
Secretary
Committee on Academic Policy
and Programs