



Direct Line: (416) 978-8428  
Facsimile: (416) 978-8182  
E-mail: henry.mulhall@utoronto.ca

**MEMORANDUM**

To: Members of the University Affairs Board  
From: Henry Mulhall, Secretary  
Date: March 18, 2008  
Re: **University Affairs Board Meeting – Tuesday, March 25, 2008 at 4:30 p.m.**

**(a) Agenda Package**

Enclosed is the agenda package for the meeting of the University Affairs Board that will be held on **Tuesday, March 25, 2008 at 4:30 p.m. in the Council Chamber, Simcoe Hall.** Non-confidential documentation will also be available on the Governing Council website at: <http://www.governingcouncil.utoronto.ca/bac/ua/2007.htm>.

**(b) Note re. Meeting Documentation**

Please note that documentation is not yet available for agenda item 6 (a), and partial documentation only has been provided for agenda items 6 (b), (c), and (d). The cover sheet and memorandum for item 6 (a) will be finalized following the meeting of the Council on Student Services (COSS) on March 24, 2008, and will be provided to members at the University Affairs Board meeting on March 25, 2008. Similarly, for items 6 (b), (c), and (d), revised cover sheets with recommendations and motions will be finalized following the COSS meeting and provided to members at the UAB meeting. The enclosed operating plans and budgets for items 6 (b), (c), and (d) are in their final form.

**(c) Operating Plans**

- 1) To assist members in understanding the operating plans being presented, and the required approval process, the university administration has prepared the 'Frequently Asked Questions' (FAQ) document which is enclosed. Also enclosed is a table summarizing the full suite of campus services fees before the Board for approval.
- 2) The documentation for agenda item 3, Operating Plans: Service Ancillaries consists of summaries presented by the Service Ancillaries Review Group (SARG) of the full operating plans for the 20 ancillary operations at the University of Toronto. The full plans are available for reference in the Office of the Governing Council, Room 106, Simcoe Hall.

**(d) Confirmation of Meeting Attendance**

In order to ensure that there will be quorum at the meeting, if you have not yet done so, please confirm your attendance by telephone at 416-978-6576, or by email to ([governing.council@utoronto.ca](mailto:governing.council@utoronto.ca)).