



University of Toronto

OFFICE OF THE GOVERNING COUNCIL

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Memorandum to: Members of the Executive Committee

From: Louis R. Charpentier
Secretary of the Governing Council

Date: May 5, 2008 for May 12, 2008

Re: **Governing Council and Executive Committee Meeting Dates for 2008 - 09**

Agenda Item: 7

Item Identification: Governing Council and Executive Committee Meeting Dates for 2008 - 2009.

Sponsor: Secretary of the Governing Council

Jurisdictional Information:

Section 11 of *By-Law Number 2* of the Governing Council requires that at least five regular meetings of Governing Council be held during the academic year. The date and times of such meetings shall be determined annually in advance by the Executive Committee not later than June 30th preceding the period of such meetings. The Executive Committee may cancel at most one of the regular meetings of the Governing Council in each academic year for lack of sufficient business.

Highlights

Seven meeting cycles. The cycle of seven scheduled meetings is intended to provide the flexibility for assessors to introduce business into the governance structure, minimizing the need to call special meetings or to make last minute changes to the meeting schedule. It is always easier to cancel scheduled meetings that are not required than to seek to add them on short notice.

Governing Council Orientation. A Governing Council orientation will be held on Tuesday, September 9, 2008 from 10:00 a.m. – 1:00 p.m. concentrating on the governance process and the duties and trusteeship responsibilities of members of the Governing Council.

Final Meeting of the Governing Council. The June meeting of the Governing Council has been scheduled for Tuesday, June 23, 2009 rather than on the final Thursday of the month as in recent years. This slightly earlier date will allow for immediate follow-up to the meeting and other end-of-year matters prior to the summer vacation period.

Action Sought

The Executive Committee is asked to approve the following 2008 - 2009 meeting dates for the Governing Council, as well as its own dates.

Cycle	Executive Committee Usual time: 5:00 – 7:00 p.m. Location: Board Room	Governing Council Usual time: 4:30 – 6:30 p.m. Location: Council Chamber
Orientation		Tuesday, September 9, 2008, 10:00 a.m. – 1:00 p.m.
Cycle 1	Thursday, October 9, 2008	Thursday, October 23, 2008
Cycle 2	Monday, November 24, 2008	Wednesday, December 10, 2008
Cycle 3	Thursday, January 15, 2009	Monday, January 26, 2009
Cycle 4	Thursday, February 12, 2009, 12:00-2:00 p.m.	Wednesday, March 4, 2009
Cycle 5	Monday, April 6, 2009	Thursday, April 16, 2009
Cycle 6	Monday, May 11, 2009	Wednesday, May 20, 2009 (at UTM)
Cycle 7	Monday, June 15, 2009 Tuesday, June 23, 2009, 3:00 – 4:00 p.m.	Tuesday, June 23, 2009 at 4:00 p.m.