

MEMORANDUM

To: Members of the Governing Council
From: Matthew Lafond, Recording Secretary
Date: May 14, 2008
Re: **Material for the Meeting of May 21, 2008 at 4:30 p.m. at the University of Toronto at Scarborough**

(a) Agenda Package

Enclosed is the agenda package for the meeting of the Governing Council which will be held on Wednesday, May 21, 2008 at 4:30 p.m. Non-confidential material will also be available for those who wish to access it electronically at: <http://www.governingcouncil.utoronto.ca/Page22.aspx>.

(b) Meeting Location – Council Chamber, University of Toronto at Scarborough

The May 21 meeting will take place in the Council Chamber, in the Arts and Administration Building, at the **University of Toronto at Scarborough** (1265 Military Trail). A map is enclosed. If you are travelling by car, from Highway 401 you should exit at Morningside Avenue, proceed southbound, then turn east onto Military Trail. Please note that we estimate that it will likely take a *minimum* of 45 minutes to reach the Scarborough campus if you depart from the downtown core at 3:30 p.m.; it will likely take a *minimum* of 60 minutes if you leave after 3:30 p.m.

(c) Parking

Parking will be available in Parking Lot A. Your Governing Council parking pass will be valid in this lot on the day of the meeting. Staff will be on hand to direct members from Parking Lot A to the Council Chamber.

(d) Tour and Reception

An optional tour of the Scarborough campus will follow the Governing Council meeting. If you wish to participate in the tour, please make note of this when you confirm your attendance. A reception will follow (from 6:30 – 8:30 p.m.), hosted by the Honourable David R. Peterson, Chancellor of the University of Toronto, and Professor Franco Vaccarino, Principal of the University of Toronto at Scarborough. An invitation for members is enclosed.

(e) Awards and Honours

Highlights of the numerous awards and honours that have been bestowed on members of the University community over the last few months have been included with the agenda package. This information is being made available to members of the Governing Council as a means of providing recognition for the many accomplishments of University faculty, students and staff. This material will also be available at: <http://www.governingcouncil.utoronto.ca/Assets/Boards+and+Committees/Governing+Council/2007-2008+Academic+Year/a0521-99.pdf>

(f) Confirmation of Meeting Attendance

If you have not already done so, **please confirm your attendance at this meeting** by telephone (416-978-6576) or by email to governing.council@utoronto.ca. ***Please also inform the Office of the Governing Council if you require transportation to and/or from the meeting, or if you can provide a ride to someone in need of transportation.***

Thank you very much.