



MEMORANDUM

To: Members of the Academic Board
From: Mae-Yu Tan, Secretary
Date: May 25, 2011
Re: **Academic Board Meeting - Wednesday, June 1, 2011 at 10:00 a.m.**

(a) Agenda Package

Enclosed is the agenda package for the meeting of the Academic Board that will be held on **Wednesday, June 1, 2011 in the Council Chamber, Simcoe Hall, room 214, from 10:00 a.m. to 12:30 p.m.** Please note that the meeting is scheduled to end at 12:30 p.m. rather than noon to ensure that there will be sufficient time for consideration of the full agenda. If members have questions on any of the agenda items, please notify me by noon on Tuesday, May 31st, so that appropriate information may be obtained.

(b) Confirmation of Meeting Attendance

Please contact Ms Rena Parsan by phone (416-978-6576) or email (governing.council@utoronto.ca) to indicate whether or not you will be able to attend the meeting, so that we may ensure that quorum will be met.

Thank you.