



June 9, 2011

Memorandum to: Members of the Business Board

Subject: **Meeting of Thursday, June 16, 2011 at 5:00 p.m.**
 Council Chamber, Simcoe Hall

(a) Agenda Package

Included is the agenda package for the Business Board meeting scheduled for **Thursday, June 16, 2011 at 5:00 p.m. in the Council Chamber, Simcoe Hall.**

(b) Parking

Members who plan to drive onto campus should be aware that, because of the Convocation ceremony being held on the afternoon of June 16 (beginning at 2:30 p.m.), the usual parking places near Simcoe Hall might not be available. Members with Governing Council parking permits will, however, be able to park in spaces on the outside perimeter of the northwest corner of campus, near the Croft Chapter House and 21 King's College Circle.

Members are advised to enter the campus from the east entrance, beneath the Queen's Park Crescent overpass from Wellesley Street. Point out your Governing Council parking permit and let the police officer or parking attendant know that you will be attending the Business Board meeting. The attendant will direct you to the appropriate parking places.

(c) Confidential Information

As usual, the agenda package contains confidential items to be considered by the Board at the end of the meeting in closed session or *in camera*. In addition, however, please note that the Financial Report and the recommendation to appoint auditors (agenda items 3 and 4) are confidential until the financial statements and the appointment of auditors have been recommended for approval by the Audit Committee. Following the meeting of the Audit Committee, subject to its approval, the documents will become public.

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(d) Business Board Evaluation Surveys

For the current year, members are invited to complete the Business Board Evaluation Survey on-line rather than on a paper form. The Evaluation Survey is now available at:

<https://www.surveymonkey.com/s/GCBusBrdsurvey2010-2011>

You will probably complete the survey at one sitting, but you may exit the survey at any time and return to complete it later, as long as you are using the same computer and web browser to do so.

Mr. David Wilson, the Chair of the Business Board, urges all members to provide their feedback on the Board's work during the past year. The information gathered through the evaluation will assist in ensuring that the Board continues to improve its effectiveness. Your responses will be completely confidential. **Please complete and submit the evaluation form as soon as possible and before Friday, June 18.**

(e) Regrets

So that the Chair can be informed of attendance, if you will be unable to attend, please notify Ms Rena Parsan, the Meeting Co-Ordinator in the Governing Council Office, at 416-978-6576 or email governing.council@utoronto.ca.

Neil Dobbs,
Secretary,
Business Board