REPORT TO COUNCIL

**Nature of report:** [ ]  Confidential [ ]  Open [ ]  Nothing to report

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| **Ministry Team/Committee:**  |  |
| **Submitted by:** |  |
| **Team Meeting Date:**  |  |

# News and updates

Please include:

* news about new initiatives and updates on current projects,
* milestones and reminders of important dates, and
* tie-ins to Affirming actions and information to other Ministry Teams.

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# Information for Council Consideration:

Please include:

* preliminary information on ideas for work outside the mandate or approved budget for which Motions will be developed down the road, and
* background information, proposed timelines, and communication plans that support current Motion(s) below

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# Motion(s) re Information Above:

(Team Leads may write motions in consultation with Ministry Team Liaison and/or referencing this quick guide to [Bourinot’s rules of order](https://www.torontomu.ca/content/dam/senate/senate-meetings/bylaws-acts-guidelines/Bourinot%27s_Rules_of_Order.pdf))

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