

**CONFIDENTIAL**

**AGENDA COVER SHEET – COMMITTEE OF DEANS’ MEETINGS - 2015**

**LOCATION – Room 210, Old Administration Bldg., 6328 Memorial Road**

Meetings are generally held on the 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays of the month.

**Wed, January 13, 8:00 – 9:20 a.m.**

**Deans, Univ. Librarian, Exec. Director Continuing Studies, all Vice-Provosts, VP Students and VPRI**

<b>Time</b>	<b>Duration</b>	<b>Item #/Topic</b>	<b>Person responsible/presenting</b>	<b>Attachments</b>
8:00 – 8:05	5 min.	Chair’s Opening Remarks, Items from Executive	Anji Redish	--
8:05 – 8:25	20 min.	Item 1: Engineering Expansion	Marc Parlange	To follow
8:25 – 8:45	20 min.	Item 2: Update on sexual assault policy/procedures	Sara-Jane Finlay Janet Teasdale	May follow
8:45 – 9:05	20 min.	Item 3: Update on SASI	Anji Redish, Kate Ross, Jennifer Burns	No attachments
9:05 – 9:20	15 min.	Item 4: Routine Capital	Andrew Simpson, John Metras Suzanne Pookay	Routine Capital Overview

**DRAFT Wed, January 27, 8:00 – 10:00 a.m.**

**Deans, Univ. Librarian, Exec. Director Continuing Studies, all Vice-Provosts, VP Students and VPRI**

<b>Time</b>	<b>Duration</b>	<b>Item #/Topic</b>	<b>Person responsible/presenting</b>	<b>Attachments</b>
8:00 – 8:15	15 min.	Chair’s Opening Remarks and update from Executive	Anji Redish	--
8:15 – 8:55	40 min.	Budget items – workshop debrief	Anji Redish, Andrew Simpson	
8:55 – 9:25	30 min.	Library Strategic Plan	Ingrid Parent	Tbc
9:25 – 9:40	15 min.	Research Update	John Hepburn	
9:40 – 10:00	20 min.	Relationship with donors	Hubert Lai, Liz Moxham	tbc

**DRAFT Wed, Feb. 10, 8:00 – 10:00 a.m.**

**Deans, Univ. Librarian, Exec. Director Continuing Studies, all Vice-Provosts, VP Students and VPRI**

<b>Time</b>	<b>Duration</b>	<b>Item #/Topic</b>	<b>Person responsible/presenting</b>	<b>Attachments</b>
8:00 – 8:15	15 min.	Chair's Opening Remarks and update from Executive	Anji Redish	--
8:15 – 8:35	20 min.	Research Update	John Hepburn	
8:35 – 9:05	30 min.	Flexibility in Faculty Hiring	Lisa Castle, Allison Matacheskie	tbc
9:05 – 9:20	15 min.	TBA: Payment and Procurement	Pam Ratner, Andrew Simpson, Peter Smailes	
9:20 – 9:40	20	<b>TBC: Data Security</b>	Jennifer Burns	
9:40 – 10:00	20 min.	Budget status update	Anji Redish, Andrew Simpson	

**Feb. 24 – continue to hold, but may need to be cancelled due to travel**

**DRAFT Wed, March 9, 8:00 – 10:00 a.m.**

**Deans, Univ. Librarian, Exec. Director Continuing Studies, all Vice-Provosts, VP Students and VPRI**

<b>Time</b>	<b>Duration</b>	<b>Item #/Topic</b>	<b>Person responsible/presenting</b>	<b>Attachments</b>
8:00 – 8:20	20 min.	Chair's Opening Remarks and update from Executive	Anji Redish	--
8:20 – 8:45	25 min.	Research Update	John Hepburn	
8:45 – 9:30	45 min.	Budget status update	Anji Redish, Andrew Simpson	
9:30 – 10:00	30 min.	Hold for discussion OR <b>TBC: Data Security</b>	Jennifer Burns	

**Items to come forward to future Deans' meetings:**

**Standing Items:**

Items from Executive (all meetings)

VPRI updates (all meetings)

Update on bargaining (from time to time)

**Other:**

**Committee of Deans**  
Deans, Principals, University Librarian, Exec Director Continuing Studies,  
Vice Provosts

**DECEMBER 9, 2015**

<b>Faculty</b>	<b>Attending</b>	<b>Regrets</b>
Applied Science	Marc Parlange	
Arts	Gage Averill	
Continuing Studies	Judith Plessis	
Dentistry	Charles Shuler	
Education	Blye Frank	
Forestry	John Innes	
Graduate and Postdoctoral Studies	Susan Porter	
Land and Food Systems	Rickey Yada	
Allard School of Law	Natasha Affolder	Catherine Dauvergne
Library	Melody Burton	Ingrid Parent
Medicine	Dermot Kelleher	
Pharmaceutical Sciences	Michael Coughtrie	
Sauder School of Business	Robert Helsley	
Science	Simon Peacock	

**Provost's Office**

Provost and Vice-President Academic	Anji Redish	
Vice-Provost, Enrolment and Academic Facilities	Pam Ratner (may leave by 9:00)	
Vice-Provost, Academic Affairs	Eric Eich	
Vice-Provost, Health	Gavin Stuart	
Associate Provost, Academic Innovation	Hugh Brock	
Director, Academic Initiatives	David Shorthouse	
Director, Finance	Jenny Lum	
Executive Assistant	Pam Moffett	

**VPs**

VP Students	Louise Cowin	
VP Research and International	John Hepburn and Helen Burt	

**Guests:**

Janet Teasdale, Sara-Jane Finlay  
Kate Ross, Jennifer Burns  
Andrew Simpson, John Metras, Susanne Pookay

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### Remarks for Deans mtg – January 13, 2016

Welcome back – looks like a very busy term. Some things that are in the works this term include:

- Provost Model review meetings – Chad Gaffield from the Univ. of Ottawa will be coming to Vancouver Feb.1-4 and will spend one day, Feb. 5, in Kelowna. Our office has arranged for him to meet with you.
- Budget workshops Jan. 11/12 – summary?
- Three decanal reappointments and two searches for senior advisors to the Provost (Women Faculty; Academic Freedom) – thank you for sending your suggestions to me for membership on these committees. I hope to have all of these appointments in place by end of this academic term.
- Continuing and Personal Education CPE?
- Feb? working lunch mtg. with heads and directors – any we will send out a welcome back letter to heads and directors.

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**Wed, January 27, 8:00 – 10:00 a.m.**

**Deans, Univ. Librarian, Exec. Director Continuing Studies, all Vice-Provosts, VP Students and VPRI**

<b>Time</b>	<b>Duration</b>	<b>Item #/Topic</b>	<b>Person responsible/presenting</b>	<b>Attachments</b>
8:00 – 8:15	15 min.	Chair’s Opening Remarks and update from Executive	Anji Redish	--
8:15 – 8:55	40 min.	Item 1: Budget items – workshop debrief	Anji Redish, Andrew Simpson, Ian Burgess	No attachments
8:55 – 9:25	30 min.	Item 2: Library Strategic Plan; Scholarly Publishing	Ingrid Parent	Library Strategic Plan 2015-2017
9:25 – 9:40	15 min.	Item 3: Research Update	John Hepburn	No attachments
9:40 – 10:00	20 min.	Item 4: Relationship with donors	Hubert Lai, Liz Moxham (legal counsel)	Corporate Influence

**DRAFT Wed, Feb. 10, 8:00 – 10:00 a.m.**

**Deans, Univ. Librarian, Exec. Director Continuing Studies, all Vice-Provosts, VP Students and VPRI**

<b>Time</b>	<b>Duration</b>	<b>Item #/Topic</b>	<b>Person responsible/presenting</b>	<b>Attachments</b>
8:00 – 8:15	15 min.	Chair’s Opening Remarks and update from Executive	Anji Redish	--
8:15 – 8:35	20 min.	Research Update	John Hepburn	
8:35 – 9:05	30 min.	Flexibility in Faculty Hiring	Lisa Castle, Allison Matacheskie	tbc
9:05 – 9:20	15 min.	TBA: Payment and Procurement	Pam Ratner, Andrew Simpson, Peter Smailes	
9:20 – 9:40	20	<b>TBC: Data Security</b>	Jennifer Burns, Ron Holton, Paul Hancock	
9:40 – 10:00	20 min.	Budget status update	Anji Redish, Andrew Simpson	

**Feb. 24 – CANCELLED DUE TO PROVOST’S TRAVEL**

**DRAFT Wed, March 9, 8:00 – 10:00 a.m.**

Deans, Univ. Librarian, Exec. Director Continuing Studies, all Vice-Provosts, VP Students and VPRI

Time	Duration	Item #/Topic	Person responsible/presenting	Attachments
8:00 – 8:20	20 min.	Chair’s Opening Remarks and update from Executive	Anji Redish	--
8:20 – 8:40	20 min.	Research Update	John Hepburn	
8:40 – 9:20	40 min.	Budget status update	Anji Redish, Andrew Simpson	
9:20 – 9:40	20 min.	Infrastructure Impact Charges	Michael White, Chris Fay	
9:40 – 10:00	20 min.	TBC: FLLT and Revenue Share Model for CPE	Hugh Brock	

**DRAFT Wed, March 23, 8:00 – 10:00 a.m.**

Deans, Univ. Librarian, Exec. Director Continuing Studies, all Vice-Provosts, VP Students and VPRI

Time	Duration	Item #/Topic	Person responsible/presenting	Attachments
8:00 – 8:20	20 min.	Chair’s Opening Remarks and update from Executive	Anji Redish	--

**DRAFT Wed, April 13, 8:00 – 10:00 a.m.**

Deans, Univ. Librarian, Exec. Director Continuing Studies, all Vice-Provosts, VP Students and VPRI

Time	Duration	Item #/Topic	Person responsible/presenting	Attachments
8:00 – 8:20	20 min.	Chair’s Opening Remarks and update from Executive	Anji Redish	--
8:20 – 9:00	50 min.	TBC: Admissions Criteria and Process	Pam Ratner, Kate Ross, Andrew Arida	tbc

**Items to come forward to future Deans’ meetings:****Standing Items:**

Items from Executive (all meetings)

VPRI updates (all meetings)

Update on bargaining (from time to time)

**Other:***Athletic Facilities –who, when?*

**Committee of Deans**  
Deans, Principals, University Librarian, Exec Director Continuing Studies,  
Vice Provosts

**JANUARY 27, 2016**

<b>Faculty</b>	<b>Attending</b>	<b>Regrets</b>
Applied Science	Marc Parlange	
Arts	Gage Averill	
Continuing Studies	Peter Moroney	Judith Plessis
Dentistry	Ed Putnins, Associate Dean for Research and Graduate Studies	Charles Shuler
Education	Blye Frank (needs to leave at 8:50)	
Forestry	John Innes	
Graduate and Postdoctoral Studies	--	Susan Porter
Land and Food Systems	David Kitts, Assoc. Dean	Rickey Yada
Allard School of Law	Catherine Dauvergne	
Library	Ingrid Parent	
Medicine	Dermot Kelleher	
Pharmaceutical Sciences	Michael Coughtrie	
Sauder School of Business	John Ries, Sr. Associate Dean, Research	Robert Helsley
Science	Simon Peacock	

**Provost's Office**

Provost and Vice-President Academic	Anji Redish	
Vice-Provost, Enrolment and Academic Facilities	Pam Ratner	
Vice-Provost, Academic Affairs	Eric Eich	
Vice-Provost, Health	Gavin Stuart	
Associate Provost, Academic Innovation	Hugh Brock	
Director, Academic Initiatives	David Shorthouse	
Director, Finance	Jenny Lum	
Executive Assistant	Pamela Moffett	

**VPs**

VP Students	--	Louise Cowin
VP Research and International	John Hepburn	

**Guests:**

Ian Burgess  
Hubert Lai  
Liz Moxham  
Andrew Simpson

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**Remarks for Deans mtg – January 27, 2016**

Strategic Investment Funds – document circulated already.



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**Wed, Feb. 10, 8:00 – 10:00 a.m.**

**Deans, Univ. Librarian, Exec. Director Continuing Studies, all Vice-Provosts, VP Students and VPRI**

<b>Time</b>	<b>Duration</b>	<b>Item #/Topic</b>	<b>Person responsible/presenting</b>	<b>Attachments</b>
8:00 – 8:15	15 min.	Chair’s Opening Remarks and update from Executive	Anji Redish	--
8:15 – 8:35	20 min.	Research Update	John Hepburn, Helen Burt	No attachments
8:35 – 9:00	25 min	Data Security	Jennifer Burns, Ron Holton, Chief Risk Officer Paul Hancock, Legal Counsel - Information and Privacy	To follow
9:00 – 9:30	30 min.	Budget status update	Anji Redish, Andrew Simpson, Ian Burgess	No attachments
9:30 – 10:00	30 min.	Other discussion	Anji Redish	

**Feb. 24 - CANCELLED**

**DRAFT Wed, March 9, 8:00 – 10:00 a.m.**

**Deans, Univ. Librarian, Exec. Director Continuing Studies, all Vice-Provosts, VP Students and VPRI**

<b>Time</b>	<b>Duration</b>	<b>Item #/Topic</b>	<b>Person responsible/presenting</b>	<b>Attachments</b>
8:00 – 8:20	20 min.	Chair’s Opening Remarks and update from Executive	Anji Redish	--
8:20 – 8:40	20 min.	Research Update	John Hepburn	
8:40 – 9:20	40 min.	Budget status update	Anji Redish, Andrew Simpson	
9:20 – 9:40	20 min.	FLLT and Revenue Share Model for CPE	Hugh Brock	
9:40 – 10:00	20 min.	Retention of Records; Privacy	Paul Hancock, Legal Counsel - Information and Privacy; Alan Doyle, University Records Mgr.	

**DRAFT Wed, March 23, 8:00 – 10:00 a.m.**

**Deans, Univ. Librarian, Exec. Director Continuing Studies, all Vice-Provosts, VP Students and VPRI**

Time	Duration	Item #/Topic	Person responsible/presenting	Attachments
8:00 – 8:20	20 min.	Chair's Opening Remarks and update from Executive	Anji Redish	--
8:20 – 8:50	30 min.	Flexibility in Faculty Hiring	Lisa Castle, Allison Matacheskie	
8:50 – 9:10	20 min.	Infrastructure Impact Charges	Pam Ratner, Michael White, Chris Fay	
9:10 – 9:40	30 min.	Athletics Facilities Strategy	Pam Ratner, Louise Cowin, Kavie Toor, Dir. Facilities and Bus. Development Michael White, AVP Campus and Community Planning	To follow
9:40 – 10:00	20 min.	Research update	John Hepburn, Helen Burt	

**DRAFT Wed, April 13, 8:00 – 10:00 a.m.**

**Deans, Univ. Librarian, Exec. Director Continuing Studies, all Vice-Provosts, VP Students and VPRI**

Time	Duration	Item #/Topic	Person responsible/presenting	Attachments
8:00 – 8:20	20 min.	Chair's Opening Remarks and update from Executive	Anji Redish	--
8:20 – 9:00	50 min.	Admissions Criteria and Process	Pam Ratner, Kate Ross, Andrew Arida	tbc
9:00 – 9:20	20 min.	Payment and Procurement	Pam Ratner, Andrew Simpson, Peter Smailes	
9:20 -		Hold		

**Items to come forward to future Deans' meetings:**

***Standing Items:***

Items from Executive (all meetings)

VPRI updates (all meetings)

Update on bargaining (from time to time)

***Other:***

**Committee of Deans**  
Deans, Principals, University Librarian, Exec Director Continuing Studies,  
Vice Provosts

**FEBRUARY 10, 2016**

<b>Faculty</b>	<b>Attending</b>	<b>Regrets</b>
Applied Science	Marc Parlange	
Arts	Gage Averill	
Continuing Studies	Judith Plessis	
Dentistry	Charles Shuler	Charles Shuler
Education	Mary Bryson, Sr. Assoc. Dean	Blye Frank
Forestry	John Innes	
Graduate and Postdoctoral Studies	Susan Porter	
Land and Food Systems	Rickey Yada until 9:00, then David Kitts, Assoc. Dean for remainder	
Allard School of Law	Catherine Dauvergne until 9:00	
Library	Ingrid Parent	
Medicine	Dermot Kelleher	
Pharmaceutical Sciences	Michael Coughtrie	
Sauder School of Business	Robert Helsley	
Science	Simon Peacock	

**Provost's Office**

Provost and Vice-President Academic	Anji Redish	
Vice-Provost, Enrolment and Academic Facilities	Pam Ratner	Pam Ratner
Vice-Provost, Academic Affairs	Eric Eich	
Vice-Provost, Health	--	Gavin Stuart
Associate Provost, Academic Innovation	Hugh Brock	
Director, Academic Initiatives	David Shorthouse	
Director, Finance	Jenny Lum	
Executive Assistant	Pamela Moffett	

**VPs**

VP Students	Louise Cowin	
VP Research and International	John Hepburn, Helen Burt	
VP Finance	Andrew Simpson	

**Guests:**

Ian Burgess  
Jennifer Burns  
Paul Hancock  
Ron Holton

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### Remarks for Deans mtg – February 10, 2016

- Follow up from recent Board mtg.
- Follow up from Executive
- SAC Procedures (following up from conversation with Melanie Jones) and timelines.

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**Deans, Univ. Librarian, Exec. Director Continuing Studies, all Vice-Provosts, VP Students and VPRI**

<b>Time</b>	<b>Duration</b>	<b>Item #/Topic</b>	<b>Person responsible/presenting</b>	<b>Attachments</b>
8:00 – 8:15	15 min.	Chair’s Opening Remarks and update from Executive	Anji Redish	--
8:15 – 8:30	15 min.	Item 1: Budget Status Update	Anji Redish, Andrew Simpson	No attachments
8:30 – 9:15	45 min.	Item 2: Excellence Fund (formerly called Strategic Investment Fund)	Anji Redish	TBD
9:15 – 9:35	20 min.	Item 3: Retention of Records; Privacy	Paul Hancock, Legal Counsel - Information and Privacy; Alan Doyle, University Records Mgr. Barbara Towell, E-records Manager	No attachments
9:35 – 9:45	10 min.	Item 4: Update on Faculty Home Ownership Program	Eric Eich	No attachments
9:45 – 10:00	15 min.	Item 5: Revenue share model and inter-Faculty partnerships for CPE	Hugh Brock	--

**DRAFT Wed, March 23, 8:00 – 10:00 a.m.**

**Deans, Univ. Librarian, Exec. Director Continuing Studies, all Vice-Provosts, VP Students and VPRI**

<b>Time</b>	<b>Duration</b>	<b>Item #/Topic</b>	<b>Person responsible/presenting</b>	<b>Attachments</b>
8:00 – 8:20	20 min.	Chair’s Opening Remarks and update from Executive	Anji Redish	--
8:20 – 8:40	20 min.	Infrastructure Impact Charges	Pam Ratner, Michael White, Chris Fay	
8:40 – 9:00	20 min.	Research update	John Hepburn, Helen Burt	
9:00 – 9:30	30 min.	Athletics Facilities Strategy	Pam Ratner, Louise Cowin, Kavie Toor, Dir. Facilities and Bus. Development Michael White, AVP Campus and Community Planning	may follow
9:30 – 10:00	30 min.	Strategic Investment Fund	Anji Redish	

**DRAFT Wed, April 13, 8:00 – 10:00 a.m.**

**Deans, Univ. Librarian, Exec. Director Continuing Studies, all Vice-Provosts, VP Students and VPRI**

Time	Duration	Item #/Topic	Person responsible/presenting	Attachments
8:00 – 8:20	20 min.	Chair's Opening Remarks and update from Executive	Anji Redish	--
8:20 – 8:30	10 min.	Research Update	Helen Burt	
8:30 – 9:00	30 min.	Formulating UBC response to the TRC call for action	Linc Kesler	
9:00 – 9:40	40 min.	Admissions Criteria and Process	Pam Ratner, Kate Ross, Andrew Arida	
9:40 – 10:00	20 min.	Payment and Procurement	Pam Ratner, Andrew Simpson, Peter Smailes	

**DRAFT Wed, April 27, 8:00 – 10:00 a.m.**

**Deans, Univ. Librarian, Exec. Director Continuing Studies, all Vice-Provosts, VP Students and VPRI**

Time	Duration	Item #/Topic	Person responsible/presenting	Attachments
8:00 – 8:20	20 min.	Chair's Opening Remarks and update from Executive	Anji Redish	--
8:20 – 8:40	20 min.	Research updates	John or Helen	
8:40 – 9:10	30 min.	Flexibility in Faculty Hiring	Lisa Castle, Allison Matacheskie	
		Hold for other items		

**DRAFT Wed, May 11, 8:00 – 10:00 a.m.**

**Deans, Univ. Librarian, Exec. Director Continuing Studies, all Vice-Provosts, VP Students and VPRI**

Time	Duration	Item #/Topic	Person responsible/presenting	Attachments
8:00 – 8:20	20 min.	Chair's Opening Remarks and update from Executive	Anji Redish	--
8:20 – 8:40	20 min.	Research updates	John or Helen	
8:40 – 9:10	30 min.	Wellness at UBC	Louise Nasmith, Louise Cowin, Ben Pollard	

**NOTE MAY 25 MTG. WILL LIKELY BE CANCELLED DUE TO CONGREGATION**

**DRAFT Wed, June 8, 8:00 – 10:00 a.m.**

**Deans, Univ. Librarian, Exec. Director Continuing Studies, all Vice-Provosts, VP Students and VPRI**

Time	Duration	Item #/Topic	Person responsible/presenting	Attachments
8:00 – 8:20	20 min.	Chair’s Opening Remarks and update from Executive	Anji Redish	--
8:20 – 8:40	20 min.	Research updates	John or Helen	

**DRAFT Wed, June 22, 8:00 – 10:00 a.m.**

**Deans, Univ. Librarian, Exec. Director Continuing Studies, all Vice-Provosts, VP Students and VPRI**

Time	Duration	Item #/Topic	Person responsible/presenting	Attachments
8:00 – 8:20	20 min.	Chair’s Opening Remarks and update from Executive	Anji Redish	--
8:20 – 8:40	20 min.	Research updates	John or Helen	

**LIKELY NO MEETINGS**

**Items to come forward to future Deans’ meetings:**

***Standing Items:***

Items from Executive (all meetings)

VPRI updates (all meetings)

Update on bargaining (from time to time)

***Other:***

**Committee of Deans**  
Deans, University Librarian, Exec Director Continuing Studies,  
Vice Provosts

**MARCH 9, 2016 – Room 210, Old Admin. Bldg, 6328 Memorial Road**

<b>Faculty</b>	<b>Attending</b>	<b>Regrets</b>
Allard School of Law	Catherine Dauvergne	
Applied Science	James Olson – (TBA) Associate Dean for Research and Industrial Partnerships	Marc Parlange
Arts	Gage Averill	
Continuing Studies	Peter Moroney	Judith Plessis
Dentistry	Charles Shuler	
Education	Blye Frank	
Forestry	John Innes	
Graduate and Postdoctoral Studies	Susan Porter	
Land and Food Systems	Rickey Yada	
Library	Ingrid Parent	
Medicine	Dermot Kelleher	
Pharmaceutical Sciences	Michael Coughtrie	
Sauder School of Business	Katriona Macdonald, Sr. Advisor to the Dean and Chief Admin. Officer	Robert Helsley
Science	Simon Peacock	

**Provost's Office**

Provost and Vice-President Academic	Anji Redish	
Vice-Provost, Enrolment and Academic Facilities	--	Pam Ratner
Vice-Provost, Academic Affairs	Eric Eich	
Vice-Provost, Health	Gavin Stuart	
Associate Provost, Academic Innovation	Hugh Brock	
Director, Academic Initiatives	David Shorthouse	
Director, Finance	Jenny Lum	
Executive Assistant	Pamela Moffett	

**VPs**

VP Students	Louise Cowin	
VP Research and International	Helen Burt	John Hepburn

**Guests:**

Paul Hancock, Alan Doyle, Barbara Towell  
Andrew Simpson, Ian Burgess



## Remarks for Deans mtg – March 9, 2016

- Board items/Follow up from Executive
- Items from WestVac (Victoria)
- Day on the Hill (March 7)
- Planning to hold a spring Deans Retreat – likely April 27. We have asked your assistants for your availability and it looks good for most of you. Agenda items?