

INTER-OFFICE CORRESPONDENCE

TO \_\_\_\_\_

DATE Jan. 22, 1980

FROM G. Hedrick, Chr. Academic Events Committee

SUBJECT Meeting

Please plan to attend an Academic Events Committee Meeting.

Date: February 6, 1980

Place: Conference Room, Room 2045 Cushwa Hall

Time: 2:00 P.M. - 3:00 P.M.

The Agenda:

1. Review Special lectures Committee policies
2. Review Commencement policies
3. Review Honors Day policies

Gail Hedrick