

## MEMORANDUM

TO:

**Faculty** 

FROM:

Provost & EVPAA

RE:

Mandatory Attendance - 2015 Faculty/Staff Convocation

DATE:

August 12, 2015

Faculty members are **required** to attend the 2015 Faculty/Staff Conference in the James L Bolden Campus Union, **Monday, August 17<sup>th</sup> at 8:00 a.m.** The contractual period for 9-month faculty begins August 15, 2015. If you are unable to attend the Convocation, you will need to request approval from the Provost/EVPAA.

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Deans

**Department Chairs**