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August 24, 1993

To: Bill Klontz
Carol Spain
Jeff Yeo

Subject: September 11 presentation to the president's pre-game luncheon

Dear Colleagues:

I confirmed yesterday with Provost Bell that CFWR would make a presentation to the president's pre-game luncheon on Forestry Day, September 11. We will have a maximum of about 12-15 minutes so we will have to plan our presentation carefully. The presence of students is always a highlight and we agreed on the following presentation that would include students.

Title: CFWR Field Campuses and Facilities for Teaching and Research

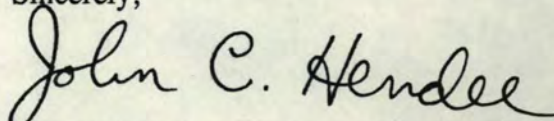
Format: I would present an overview with slides (about 5 minutes) of the field campuses and their programs. We could show data on the growth of programs and diversity and maybe a few slides that will illustrate the diverse programs and audiences we serve.

Then we would quickly switch into presentations by the Taylor Ranch interns, Jason Karl and Sushan Han, who would describe the research they worked on this summer at Taylor Ranch.

Carol Spain should attend the luncheon and be recognized during the presentation.

We need to meet in the near future to plan and prepare this important program.

Sincerely,



John C. Hendee
Dean

JCH/nm
LettersV-day.ltr

c: Lynn Mineur