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OFFICE OF GOVERNOR RONNIE MUSGROVE  
INTEROFFICE MEMORANDUM

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**TO:** GOVERNOR  
**FROM:** RILEY  
**SUBJECT:** ITEMS FOR CONSIDERATION AT MONDAY'S AGB HIGHER ED STEERING COMMITTEE MEETING  
**DATE** 10/23/01  
**CC:** RENICK

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Rich Novak and I spoke this morning concerning the working draft of the Public Agenda for Higher Education. Rich and his staff have been soliciting comments on the working draft from Executive Committee members and the draft will be overnighted to the entire Steering Committee tomorrow for their review prior to the Steering Committee meeting on Monday, October 29.

Rich said that they have not received any major comments concerning the context of the working draft at this point. He has not received any comments from Mr. Patterson. Comments or changes agreed upon by the Steering Committee on Monday will be incorporated into the draft before it is released at the summit. Rich said that AGB will contract with a professional editor to edit the final draft before it is printed.

Rich would like your comments or thoughts on the following for the summit on Monday, December 17:

- The summit is currently scheduled for 9:00-4:00. Rich thinks this could be cut back to 11:00-2:00.
- Rich is considering inviting Jim Barksdale to provide a keynote address at the summit's luncheon. He would also like to invite Mark Musick of SREB to speak at some point during the summit. Mark is holding the date on his calendar.
- Although the press would be invited to the entire summit, Rich is thinking of having a press event at the conclusion of the summit to officially announce the release of the Public Agenda for Higher Education and to provide copies to the press. Rich would like AGB to contract with a PR firm to handle this press event and to also work with the editorial boards to make sure that they are present. Do you want me to suggest the Godwin Group to Rich?

Godwin \_\_\_\_\_

Other Firm \_\_\_\_\_

If possible, Rich would like to receive your comments regarding the above prior to Monday's meeting. Please advise me of any comments, and I'll pass them on to Rich. Also, just a reminder again that I will be at an NGA meeting on Monday, but Shanta will staff you at the Steering Committee meeting and will take notes on the discussions for our files.