
OFFICE OF GOVERNOR RONNIE MUSGROVE
INTEROFFICE MEMORANDUM

TO: GOVERNOR
FROM: RILEY
SUBJECT: AGENDA FOR 5/31/01 MEETING OF STEERING COMMITTEE FOR LEADERSHIP SUMMIT
ON HIGHER EDUCATION
DATE 5/24/01
CC: FILE

Please see the attached documentation from Rich Novak regarding next Thursday's meeting of the Leadership Summit on Higher Education's Steering Committee. The first is an email from Rich with a general overview. Also attached is the agenda and a charge to the Committee that is being Fed Exed to all committee members today.

You and Mr. Patterson have 4 main duties:

1. Make brief opening remarks at 10:00
2. Suggest a schedule for future meetings (Mr. Patterson is working on this)
3. Ask members at the 10:30 session to introduce themselves and give a "30 second" reason for agreeing to serve
4. Preside over the discussion at the 3:00 session on the next steps the Committee should take

Thanks!