

MEMORANDUM

TO: All RACEA Members

FROM: Bob Boehmer
Chair of RACEA

RE: RACEA

DATE: September 14, 2009

Welcome to RACEA!

The Regents' Administrative Committee on Institutional Effectiveness (RACEA) is pleased to welcome you to RACEA. Attached is the **current RACEA roster**. If you note any errors or omissions, please let me know by email at bboehmer@uga.edu.

It is time for us to have an organizational meeting. Given the size of RACEA, it will certainly not be possible to find a date and time that works for all of us. Let's find the date/time that works best. Please email me at bboehmer@uga.edu by September 21, 2009 and let me know which of the following would work for your calendars for a meeting at UGA in Athens:

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- Friday, October 16, 2009
- Friday, October 23, 2009
- Friday, November 6, 2009
- Friday, November 20, 2009
- Friday, December 11, 2009

[Please let me know all the dates possible for you.]

I will send an e-mail during the week of September 21, 2009 to let you know the results.

I thought it best to make this initial communication in a somewhat formal fashion. In the future, we'll do this electronically.

I look forward to working with all of you!

Thanks.