

BRIEFING SUMMARY FOR INTERIM PRESIDENT PHILIP

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Event:

SUNY-wide Faculty Senate Plenary Meeting: **DINNER**

Date/Place:

Friday, February 1, 2008 - **5:00**, NanoFab 300 Atrium

It is the middle building in the Complex, with the numbers 255 over the entry door. There will be reserved parking for you at the turn around, there will not be any signs posted, a guard will be there to show you where to park. (The bus will pick up the Senators from the Ballroom at 4:45, hopefully, the meeting is not running late.)

Format: Reception w/food and beverages, then sit-down dinner. You will welcome the group at the beginning of the hour reception, then they will split up for tours. Dinner will be served at 6:30.

Program: Carl Wiezalis will introduce and que you at the reception.

5:15-	Welcome - George Philip, Interim President
- 6:30	Reception and Tours of NanoFab (By Eric Lifshin & Hassarm Bakru)
6:30-8:00	Dinner
8:00-8:30	Chancellor John Clark

Attendees: Chancellor Clark, SUNY-wide Senate representatives including UAlbany's Senate Officers and UAlbany senior staff: Vincent Delio, Wayne Locust, Lee McElroy, Susan Phillips, John Reilly, Fardin Sanai and Lynn Videka. Trustee Connors

Notes: There will be a "head table" reserved for Chancellor Clark, Senate Chair Wiezalis, yourself & Mrs. Philip, and possibly other guests. It is suggested Sr. Staffers mingle with Senators.

You are confirmed for a steak dinner, your spouse is confirmed for Chicken.

Media Plan

n/a