

Madeline Wiest

From: Carolyn Y. Scott
Sent: Thursday, September 12, 2019 8:49 AM
To: William Garcia; Elizabeth David; Tamica Ward; Stuart McElderry; Nan Ho; Amir Law; Diane Brady; Craig Kutil; Madeline Wiest; Amy Mattern
Cc: Julie Thornburg; Monica Alvarez; Linda Cross; Denise Patlan; Mary Hargiss; Valerie Ball; Ralitsa Ivanova-Olsson
Subject: RE: Catalog Meeting - need to reschedule!

Thank you all for your responses!

This meeting has been moved to 3-4pm on September 20. The meeting invitation has been updated.

Best Regards,

Carolyn Y. Scott, MPA | Executive Assistant
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From: Carolyn Y. Scott <CScott@laspositascollege.edu>
Sent: Wednesday, September 11, 2019 12:19 PM
To: William Garcia <wgarcia@laspositascollege.edu>; Elizabeth David <edavid@laspositascollege.edu>; Tamica Ward <tward@laspositascollege.edu>; Stuart McElderry <SMcElderry@laspositascollege.edu>; Nan Ho <NHo@laspositascollege.edu>; Amir Law <alaw@laspositascollege.edu>; Diane Brady <dbrady@laspositascollege.edu>; Craig Kutil <CKutil@laspositascollege.edu>; Madeline Wiest <mwiest@laspositascollege.edu>; Amy Mattern <amattern@laspositascollege.edu>
Cc: Julie Thornburg <JThornburg@laspositascollege.edu>; Monica Alvarez <MXAlvarez@laspositascollege.edu>; Linda Cross <lcross@laspositascollege.edu>; Denise Patlan <dpatlan@laspositascollege.edu>; Mary Hargiss <MHargiss@laspositascollege.edu>; Valerie Ball <VBall@laspositascollege.edu>; Ralitsa Ivanova-Olsson <rivanovaolsson@laspositascollege.edu>
Subject: Catalog Meeting - need to reschedule!
Importance: High

Hello everyone,

Due to an unexpected schedule conflict, we will need to reschedule the catalog meeting scheduled for Friday, Sept. 20 at 9am. As this is a very important meeting, we would like to reschedule it right away within this month. Below are some available times to reschedule (there are a couple of options to keep it on Sept. 20). Please let me know your availability. (Executive & Admin Assistants – please chime in). Thank you!

Wednesday, Sept. 18: 1-2pm, 2-3pm, or 4-5pm
Thursday, Sept. 19: 10-11am
Friday, Sept. 20: 3-4pm or 4-5pm

Best Regards,

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