

TO: Texas A&M University Staff Members
FROM: The University Staff Advisory Council Task Force

On September 13, 2007, Interim President Eddie J. Davis announced the formation of a task force to provide recommendations to him on how to move forward in establishing a staff advisory council to discuss issues that impact non-faculty budgeted staff and to serve as a source of advice to the President. In forming the Task Force, Dr. Davis charged the members to gather a sense of staff expectations and propose a mission for A&M's staff advisory council, as well as recommend an organizational structure and implementation plan for the council.

To begin gathering a sense of staff expectations, the USAC Task Force invites you to attend one of ten open forums, scheduled at different times in various locations around campus. The forums, which will be led by facilitators, have been organized to provide an opportunity for all Texas A&M University staff members to voice their opinions about the role of and expectations for the University Staff Advisory Council.

The forums are scheduled as follows.

- Monday, **October 15—2 to 4 p.m.**, 501 Rudder Tower
- Tuesday, **October 16—3 to 5 p.m.**, 501 Rudder Tower
- Wednesday, **October 17—5:15 to 7 p.m.**, 204E Evans Library
- Thursday, **October 18—3 to 5 p.m.**, University Apartments Community Center Room 1
- Friday, **October 19—3 to 5 p.m.**, C105 Langford Architecture Complex
- Monday, **October 22—2 to 4 p.m.**, 501 Rudder Tower
- Tuesday, **October 23—9 to 11 a.m.**, Assembly Room A, General Services Complex
- Wednesday, **October 24—3 to 5 p.m.**, Assembly Room A, General Services Complex
- Thursday, **October 25—1:30 to 3:30 p.m.**, 105 Physical Plant Complex
- Friday, **October 26—3 to 5 p.m.**, 190 Wehner Building

The USAC Task Force encourages all budgeted university staff members to attend the forum that is most convenient for them.

If you require special accommodations, please contact Ms. Mary Kathryn Moss at 845-4016 and let her know which forum you plan to attend and what type of accommodation you require.