



MEMORANDUM

DATE: April 11, 2001
TO: Academic Excellence Award Campus Coordinators
FROM: Kenneth L. Whitehurst
SUBJECT: Banners and Flags for Luncheon

The 2001 Academic Excellence Award luncheon planning is well under way. We will continue the tradition of showcasing our campuses by displaying your college banner or college flag during the ceremony. Please send or deliver your banner or flag to me by **5 PM on May 1, 2001**. The banner or flag should be sent to:

Kenneth L. Whitehurst
Director, Student Development Services
NC Community College System Office
5019 Mail Service Center
Raleigh, NC 27699-5019

Courier #: 56-50-00

If you plan to deliver the banner or flag, the building location is 200 West Jones St., Raleigh, NC. Please plan to retrieve your item immediately following the conclusion of the program on May 15, 2001. We will have staff available to assist you.

Reminder: Luncheon registrations and payments are due by April 16, 2001. If you need additional information, please contact me at (919) 733-7051, ext. 463 or by email at whitehurstk@ncccs.cc.nc.us.

Thank you.

cc: Presidents
Vice Presidents/Deans of Academic Affairs
Vice Presidents/Deans of Student Development Services

CC01-076
E-mail