

September 27, 1999

**MEMORANDUM**

TO: Key Contact for Substantive Change

FROM: Janyth Fredrickson, Associate Vice President,  
Academic and Student Services

SUBJECT: Upcoming Substantive Change Events

Here is specific information on two of the upcoming substantive change events.

1. The October 11 electronic interviews over the NCIH will be at the following locations:

**! Western Region:**

- . **Catawba Valley CC** (Hickory)  
(East Wing, Room 326)
- . **Rowan-Cabarrus CC** (Salisbury)  
(Administration Building, Room 311)
- . **Wilkes CC** (Wilkesboro)  
(Pearson Building, Room 165)

Time: 1:30-3 p.m. (arrive at 1:15 p.m.)

**! Central Region:**

- . **Fayetteville TCC** (Fayetteville)  
(Cumberland Hall, Room 366)
- . **Forsyth TCC** (Winston-Salem)  
(Hauser Hall, Room 159)
- . **Stanly CC** (Albemarle)  
(Snyder Building, Room 226)

Time: 1:30-3 p.m. (arrive at 1:15 p.m.)

**! Eastern Region:**

- . **Pitt CC** (Greenville)  
(Fulford Building, Room 153)
- . **James Sprunt CC** (Kenansville)  
(Boyette Building, Room 107)
- . **Lenoir CC** (Kinston)  
(LRC/No. 5 Building, Room 224)

Time: 3- 4:30 p.m. (arrive at 2:45 p.m.)

2. The October 14 Exit Report will be broadcast to all colleges via satellite. Information on accessing the broadcast follows.

! Location: At colleges (Satellite Teleconference Room)

! Time: 9-10 a.m. (arrive at 8:45 a.m.)

! Originating Site: Agency for Public Telecommunications,  
Administration Bldg., Raleigh, N.C.

! Satellite Specifications:

. Band:	C
. Satellite:	Galaxy 6
. Transponder:	11
. Location:	99 degrees West
. Downlink frequency:	3920
. Polarity:	Horizontal
. Test and ID:	8:30-9 a.m.
. Program:	9-10 a.m.

For additional information about these events, contact Fred Manley or me at the System Office or the substantive change contact at the individual college.

c: Presidents

S99-046