



NORTH CAROLINA COMMUNITY COLLEGE SYSTEM
Dr. R. Scott Ralls, President

March 25, 2009

MEMORANDUM

Deadline: April 20, 2009

To: Deans and Vice President of Student Services

From: Charletta Sims Evans, Associate Director,
Student Development Services

Subject: **Student Services Personnel Directory Update 2009-2010**

Student Development Services is in the process of updating the statewide directory for student services personnel. In order to provide accurate information, your assistance is needed.

Please complete the attached forms to indicate any personnel changes within your department. This information should be submitted by **April 20, 2009**, to Wayne Heilig at heiligw@nccommunitycolleges.edu.

Thank you for your assistance in updating our Student Services Personnel Directory.

CSE/wh
Attachments

cc: Dr. Delores A. Parker
Mr. Van Wilson
Ms. Wanda White

Student Services Personnel Directory Update 2009-2010

Please complete the form to indicate any changes in personnel within your department. These changes should include new hires, changes in titles or changes in positions.

Name of College: _____

Name: _____

Title: _____

Phone Number: _____

Email Address: _____

Name: _____

Title: _____

Phone Number: _____

Email Address: _____

Name: _____

Title: _____

Phone Number: _____

Email Address: _____

Name: _____

Title: _____

Phone Number: _____

Email Address: _____

Student Services Personnel Directory Update 2009-2010

Please list personnel who have left your department within the last year.

Name of College: _____

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____
16. _____
17. _____
18. _____
19. _____
20. _____