

Hart, William B.

From: Ford, Charles H.
Sent: Friday, October 01, 2010 12:14 PM
To: Marable, Robin D.; Colson, Darlene G.; Okala, Chinedu G.; Dorsey, Sam B.; Wilson, Rudolph; Anderson, WaNelle J.; Brockington, Wanda G.; Holmes, Bernadette J.; Miller, Khadijah O.; Holliman, Deborah R.; Perrin, Arnetta Newby; Randolph, Barbara; Beckett, Diane; Gordon-White, June; Jones, Barbara; Floyd, Shirley I.; Sandoval, Yvonne M.; Bennett, Erica L.; Tatum, Karen E.; Boone, Geraldine T.; Johnson, Mamie; Cooper, Phyllis; Brady, Linda E.; Anthony, LTC Nicholas M.; Arroyo, Andrew T.; Byrne, William A.; Okafo, Nonso; Meshesha, Aberra W.
Cc: Hamilton, Leroy; Lowe, Jr., Scott; Gayle, Daphne L.; Lassiter, Paula G.; Cuevas, Nuria M.; Parker, DaRon; Hart, William B.; Hoffler, Duanne
Attachments: AIM_cover_sheet and Process093010.docx
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Hello COLA Chairs and/or Retention Committee members:

Please have your colleagues and yourselves to refer struggling undergraduate students with current course grades of C minus or below in regular fall semester classes to ACCESS for assistance -- using the attached cover sheet and procedure **by the end of business on Friday, October 8**. Faculty members should submit their completed rosters to Department Chairs, who then should keep a copy of all submitted rosters for themselves. The gathered originals should then be sent by the Chairs to Robin Marable in ACCESS via campus mail. Before submission to Ms. Marable, Chairs should also make a copy of all submitted rosters for the Dean's Office.

Enjoy,
Charles H. Ford, Interim Associate Dean, College of Liberal Arts