

MEMORANDUM

TO: Vice Chancellors, Vice Presidents, Deans, Directors, and Department Heads of Texas Tech University System, Texas Tech University, Angelo State University, Texas Tech University Health Sciences Center, and Texas Tech University Health Sciences Center El Paso

FROM: Robert L. Duncan, Chancellor, Texas Tech University System
M. Duane Nellis, President, Texas Tech University
Brian J. May, President, Angelo State University
Tedd L. Mitchell, President, Texas Tech University Health Sciences Center
Richard Lange, President, Texas Tech University Health Sciences Center El Paso