

MEMORANDUM

TO: Faculty & Graduate Students

FROM: Aloysius G. Helminck, Harvey Charlton

DATE: August 12, 2009

RE: Tea Fund

Our collective efforts can support a tea once a week during this semester if we donate \$15.00 per faculty member and \$5.00 per graduate student.

Please make your donations to Charlene Wallace, SAS 4148 as soon as possible.