



AUBURN UNIVERSITY

OFFICE OF THE SECRETARY
TO THE BOARD OF TRUSTEES

Jon G. Waggoner
Secretary to the Board of Trustees

MEMORANDUM

To: Board of Trustees Agenda Review Committee
From: Jon G. Waggoner *(Signature)*
Re: 2021-2022 Schedule for Board Meeting Materials
Date: February 11, 2021

On February 5, 2021, the Board of Trustees approved the meeting dates for 2021-2022. The approved schedule for submitting materials to our office, the review of the submitted material, and publication of the material is as follows:

<u>Meeting</u>	<u>Materials Due</u>	<u>Agenda Review</u>	<u>Post Materials</u>
02/05/2021	01/06/2021	01/20/2021	01/27/2021
04/16/2021	03/16/2021	03/31/2021	04/07/2021
06/11/2021	05/11/2021	05/26/2021	06/02/2021
09/10/2021	08/11/2021	08/25/2021	09/01/2021
11/12/2021	10/13/2021	10/27/2021	11/03/2021
02/04/2022	01/05/2022	01/19/2022	01/26/2022
04/22/2022	03/23/2022	04/06/2022	04/13/2022
06/17/2022	05/18/2022	06/01/2022	06/08/2022

Please submit materials to the President’s Office *no later than* 12:00 p.m. on the applicable “Materials Due” date. By observing the deadlines, you allow enough time for our office to make any necessary changes, if any such changes arise, in a timely manner.

If you have any questions or concerns, please let our office know.

smw

c: Board of Trustees
President Gogue