

OHLONE COMMUNITY COLLEGE DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Dr. Douglas Treadway

DATE: November 10, 2004 Consent

SUBJECT: Ratification of Contract Education Agreements (Borden Chemical, Inc. and Mike Wallace)

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The following Agreements are presented to the Board for ratification:

- A. Borden Chemical, Inc.  
Workshop: Dealing with the News Media  
December 1 - 3, 2004
  
- B. Instructor : Mike Wallace  
Workshop: Dealing with the News Media  
December 3, 2004  
9:00 a.m. – 12 p.m.

RECOMMENDATION

The President/Superintendent recommends that the Board of Trustees ratify the above listed Agreements. The President/Superintendent further recommends that the budget be adjusted to increase revenues by \$1,400.00 and appropriations as follows: \$700.00 (4142-48831), \$700.00 (4142-53100).

LS:amlc  
Attachment

