

University of Hawaii at Manoa

Department of Oceanography

September 17, 1991

MEMORANDUM

TO: Whom it may concern

FROM: Edward Laws, Chairperson *Ed*

SUBJECT: Duration of faculty meetings

At its faculty meeting of September 11, 1991, the Oceanography graduate faculty passed a motion which limits the duration of faculty meetings to two hours. Unfinished business is to be carried over to the next faculty meeting.

EL:jk