

# URGENT! DUE OCTOBER 20

**This form for Friday morning's program.**



## TEXAS COMMUNITY COLLEGE TEACHERS ASSOCIATION SECTION MEETING PROGRAM OUTLINE

Friday a.m. — February 22, 2008

Name of Section \_\_\_\_\_

Section Chair \_\_\_\_\_

College Address \_\_\_\_\_

Telephone: Area Code \_\_\_\_\_ Office \_\_\_\_\_ Home \_\_\_\_\_

Anticipated Attendance for Section Meeting \_\_\_\_\_

Program Topic: \_\_\_\_\_

Speaker (*complete* name): \_\_\_\_\_

Speaker's Title, Position, or other pertinent information: \_\_\_\_\_

Speaker's Photograph Enclosed?  Yes  
 Will be sent by Dec. 1  
 No photograph available

Room Arrangement Desired:  Theater (Auditorium) Style  
 Other (Explain): \_\_\_\_\_

Other Arrangements Requested or Equipment Required: \_\_\_\_\_

**PLEASE NOTE:** TCCTA cannot accept responsibility for payment of outside rental of any audio-visual equipment or the cost of operating such equipment. TCCTA is not able to arrange for computers, computer-related equipment, or LCD displays. Requests for media equipment must be made on the appropriate form and submitted no later than February 1, 2008.

*Texas Community College Teachers Association  
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Austin, Texas 78735  
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