



**NEW YORK CITY
COLLEGE OF TECHNOLOGY**

THE CITY UNIVERSITY OF NEW YORK

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EVENING & SUMMER SESSIONS OFFICE
INTER-OFFICE MEMORANDUM

DATE: **SUMMER 2018**

TO: Department Chairpersons/Program Coordinators

FROM: Pamela Brown, Associate Provost

SUBJECT: Evening Session Building Coordinator/Weekend Administrative Office Hours

BUILDING COORDINATOR INFORMATION SHEET

<u>Building</u>	<u>Room</u>	<u>Day</u>	<u>SESSION</u>
Namm Hall	N 304	Mon----Fri 6/1 – 6/15	1S & 1L
		Mon---Th 6/18 – 6/28	1S
		Mon----Th 6/18 – 7/5	1L
		Mon----Th 7/9 - 8/9	SS 2

Office Hours: 8:30 - 7:00 P.M.

Four-day work week: June 25 to August 10

Telephone: 718.260.5565

Thank you.

c: Provost Bonne August