From: <u>Bishop, Edna V</u>

To: <u>Bill Rooney</u>; <u>Rooney</u>, <u>Lloyd</u>

Cc: Norton, Roger
Subject: scheduling meeting

**Date:** Tuesday, November 03, 2009 4:26:10 PM

Importance: High

Dr. Bill Rooney and Dr. Loyd Rooney,

Dr. Geraldo Eugenio França will be visiting Texas A&M on November 23, 2009. He is a former student and currently the Executive Director of Embrapa, a governmental agency in Brazil.

I am scheduling some meetings for him and would like to schedule a meeting with you both to discuss collaborations between Embrapa and Texas A&M. Dr. Roger Norton will accompany Dr. França to this meeting.

Please, inform me of your availability for a one hour meeting on the following times on **Monday, November 23**:

between 9:00 - 12:00 noon

between 3:30 - 5:00 pm

Thank you so much,

Edna

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