

On Wed, Apr 14, 2010 at 11:55 AM, JASON A LEVY <jalevy@temple.edu> wrote:

Hello [REDACTED] Just a quick check in about tonight's event. I am a bit frustrated that we only found out about the content of this event today via the Temple Today e-mail. I did bit of investigating and the request was made in February. Brittany, you did check that there would be a VIP in attendance, but no name was provided in the reservation request. A follow up contact was made by our office requesting that information and it was not provided. As you know, whenever an event with a speaker of note is occurring, we require security and at the very least a planning meeting. Since the info. on the speaker was never provided, we never reached out to you to have a planning meeting or to talk about security.

I know there was a planning meeting for the event tomorrow and I am wondering why there was no information shared about tonight's event? It is a concern as we have talked several times in the past about how best to manage events of this type and in particular, you are aware of the need for security for special guests as we are providing it for tomorrow night's speaker. Unfortunately, our office did not do as good a job as we should have in following up with you and we take responsibility for that – but you and your organization also bear some of the responsibility in the process. Please note that we will not charge your for tonight's security, but that we will be adding TU Purpose to the student org. probation list for the remainder of the semester. Any additional policy or procedure infractions may cause loss of reservation privilege and/or cancellation of future events.

If you have any questions or need further clarification please contact either Alicia or me and we can set up a time to talk.

Thank you for your time and attention. See you tonight.

Jason

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"Ability may get you to the top, but it takes character to keep you there."
John Wooden, College basketball coach