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To: "Edelman, Benjamin" <bedelman@hbs.edu>, "Sweeny, Elizabeth" <esweeny@hbs.edu>, "McGinn, Kathleen" <kmcginn@hbs.edu>
Subject: drop box with relevant documents
Date: Fri, 24 Feb 2017 17:00:58 +0000
Importance: Normal

Hi Ben,

As I mentioned, we are very fortunate that Kathleen has agreed to help think through how to interact with the FRB to ensure that they get the full picture of what you do (and don't do) in terms of contributions to the HBS community.

She and I just had a good meeting to discuss it. She is wiser than I am on all this stuff so this is better than a "doubling" of NOM thinking on this stuff :)))

To make sure that she is caught up, Elizabeth and I just met to talk about the creation of a dropbox that has the relevant documents for Kathleen to read.

We came up with the following documents and are asking you if you have anything you think we should add (and, if so, please add it to the drop box that Elizabeth will create for the four of us):

- The FRB report from 2 years ago.
- Your response to the FRB from 2 years ago
- The one page document that NOM sent to the standing committee (which was unsolicited)
- The list of people on the LCA teaching group
- The list of faculty on your floor
- Draft of your most recent strategy statement (the one you plan to submit)
- Draft of your most recent "update to the FRB" (note to Kathleen: this is the document that has a list of people that Ben has helped, with some detail)

After Kathleen has a chance to look over these documents, we think it would be helpful for the three of us to meet. The key objective of the meeting is to ensure that we have a good and complete list of people who have interacted with you in substantive ways (especially during the past 2 years), so that we can point the FRB in the right direction and urge them to talk to these folks.

Sorry that this is so labor intensive, but we want to do it right and we are lucky to have Kathleen helping.

Any documents that we are missing?

Best,
Brian

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