

March 13, 2023

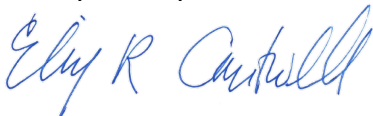
Dear Deans, Directors, and Department Heads:

As a public research university with millions of dollars in federally-funded research, representatives of federal agencies somewhat routinely ask to come visit our facilities and to speak/meet with our researchers and administrators, and we are happy to help coordinate such visits and meet-and-greets. I am writing to make you, your faculty and staff aware of requests to speak and/or meet with federal agents/officers.

Often times, these agents/officers will reach out directly to faculty and staff to request a visit/meeting, but our preferred process for responding to such requests and for coordinating any visits/meetings, is to refer federal representatives to UA's Office of the General Counsel (OGC). This allows OGC to not only work to accommodate employee schedules without the employee feeling pressured, but puts the employee in contact with OGC should the employee have any questions and allows one of the attorneys to be present during any employee interviews with federal agents.

Should you receive any such contacts/requests from a federal agency, please refer them to OGC at [OGC-Info@email.arizona.edu](mailto:OGC-Info@email.arizona.edu) and they will be happy to address those requests.

Thank you for your consideration,



Elizabeth "Betsy" Cantwell, Ph.D.  
Senior Vice President for Research & Innovation