

Brev till panelordförande som tackat ja - förslag

Dear Professor NN,

Many thanks for your [prompt] reply. We are most delighted to hear that you are accepting to chair panel X in the *Quality and Renewal 2017* exercise, and are looking forward to meet you here in Uppsala in due time.

We have noted that you prefer [May 8-12 over May 15-19]/ [May 15-19 over May 8-12].

alt.

We have noted that both weeks suits you equally well, and ask you to book both until we come back to you with set dates.

Before we start signing the rest of the panel, we would like to give the opportunity to respond to our suggestion for panel members, see attached document. Do not hesitate to propose any changes to this tentative line-up. We have not yet approached any of the nominees. If you would like to suggest alternative candidates, just send the name, a short bio and contact details to [kof17@uadm.uu.se](mailto:kof17@uadm.uu.se). If you prefer to forward the information in direct contact with Professor Anders Malmberg, please call +46 70 425 0266 or e-mail him at [anders.malmberg@uu.se](mailto:anders.malmberg@uu.se). Please note that we aim for an equal number of men and women in each panel.

Please send us any suggestions for changes on *datum* the latest.

Yours sincerely,

Professor Eva Åkesson  
Vice-Chancellor and President

Professor Anders Malmberg  
Deputy Vice Chancellor  
Project leader of Quality and renewal 2017