

**MEMORANDUM**

**June 22, 2013**

**TO: Members of the Executive Committee**

**FROM: Tremayne T. Price, President**

**SUBJECT: Appointment of Bryant Barksdale as Senior Director of Internal Affairs**

**Action Requested**

The proposed resolution appoints Bryant Barksdale as Senior Director of Internal Affairs.

**Resolution**

I recommend that the Executive Committee adopt the following resolution:

Resolved that Bryant Barksdale be, and hereby is appointed Senior Director of Internal Affairs, effective immediately. This appointment shall continue from the date of appointment until May 31, 2014.

**Background**

Appointed by the Executive Committee, the Senior Director of Internal Affairs will report to the President, be an advisor to the Executive Board and a part of the President's cabinet.

The Senior Director of Internal Affairs will be an advisor to the Executive Board, the Executive Committee, and the Student Assembly on matters related to the internal operations of the Student Assembly including rules.

The Senior Director of Internal Affairs will be responsible to:

- Be responsible for ensuring that all resolutions are numbered and presented in correct form before being introduced for discussion.
- Be responsible to work with the Secretary for dissemination of information to members regarding the SUNYSA's policies and procedures.
- Ensure policy compliance, including but not limited to the attendance policy, as needed.

- Have the authority to review, develop, and recommend changes to the bylaws, policies and procedures, budget, and all governing documents of SUNYSA.
- Have the authority to audit financial revenues and expenditures of SUNYSA, as directed by the Executive Committee.
- Make recommendations to the Executive Committee on issues related to the usage of the logo, intellectual property or representations of SUNYSA to external organizations or individuals.
- Develop a schedule of projects and goals to accomplish for the year. Ongoing projects shall include the review and revision of governing documents.
- Serve as an advisor to the Executive Board.

Mr. Barksdale previously served as the Director of Rules for the Student Assembly. He also served as the Director of Campus Relations and a Representative to the Executive Committee. In addition, he also served as the Vice President & Chief Operating Officer of the Student Association and as Chair of the Student Senate Committee on Rules and Administration at the University at Albany.

Mr. Barksdale received his AA in Liberal Arts & Sciences from Fulton-Montgomery Community College, his BA in History from the University at Albany and is currently working on his MS in Educational Administration & Policy Studies, also from the University at Albany.

His resume is attached.