

MEMORANDUM

June 22, 2013

TO: Members of the Executive Committee

FROM: Tremayne T. Price, President

SUBJECT: Appointment of Sara Garfinkle as Director of Academic Affairs

Action Requested

The proposed resolution appoints Sara Garfinkle as Director of Academic Affairs.

Resolution

I recommend that the Executive Committee adopt the following resolution:

Resolved that Sara Garfinkle be, and hereby is appointed Director of Academic Affairs, effective immediately. This appointment shall continue from the date of appointment until May 31, 2014.

Background

Appointed by the Executive Committee, the Director of Academic Affairs will report to the Chief of Staff & Deputy to the President, be a part of the President's cabinet.

The Director of Academic Affairs will be responsible to the Executive Board, the Executive Committee, and the Student Assembly on matters including but not limited to academic programs, planning, and faculty relations.

The Director of Academic Affairs will be responsible to:

- Examine student issues that are academic in nature throughout SUNY as a whole.
- Examine, as needed, academic issues at specific member institution(s) by the request of the member institution, the Executive Committee, or the President.
- Be the primary student representative to academic bodies and groups as requested by the President.

- Make recommendations on policies of the Student Assembly regarding Academic Affairs.
- Be responsible for attending the meetings of the SUNY faculty governance bodies.
- Advocate the SUNYSA position on matters considered by faculty governance bodies.
- Build a collaborative relationship between faculty governance bodies and SUNYSA.
- Be authorized to bring back to SUNYSA any issues that will affect agenda items of SUNYSA.
- Assist President as directed.

Ms. Garfinkle previous served as President and Administrative Vice President for Community Affairs of the United Students Government at Buffalo State College. She also served as the Chair of the Committee on Student Welfare of the College Senate and served as a board member for Buffalo State Child Care Center, Alumni Association, and Intercollegiate Athletics Board; all also at Buffalo State College.

Her resume is attached.