

MEMORANDUM

June 1, 2014

TO: Members of the Executive Committee

FROM: Lori Mould, President

SUBJECT: Appointment of Melissa Kathan as Associate Director of Government Relations

Action Requested

The proposed resolution appoints Melissa Kathan as Associate Director of Government Relations.

Resolution

I recommend that the Executive Committee adopt the following resolution:

Resolved that Melissa Kathan be, and hereby is appointed Associate Director of Government Relations; effective immediately. This appointment shall continue from the date of appointment until May 31, 2015.

Background

Appointed by the Executive Committee, the Associate Director of Government Relations will report to the Senior Director of University-Wide Success.

The President's Associate Director of Government Relations will be an advisor to the Executive Board, the Executive Committee, and the Student Assembly on matters related to Veteran Affairs.

The Associate Director of Government Relations will be responsible to:

- Assist the Director of Government Relations in the coordination of the legislative advocacy for the Student Assembly.
- Shall assist in the development of the legislative agenda for the Student Assembly.

- Shall make recommendations on policies of the Student Assembly regarding external legislative matters.
- Focus on legislative matters that pertain specifically to their sector.
- May, with the consent of the Student Assembly, the Executive Committee or the President, be able to develop an agenda and initiatives of his/her own, independent of that of the Director of Government Relations.
- Assist the Senior Director of External Relations as directed.
- Assist the President as directed.

Ms. Kathan has served as the Speaker of the Assembly for the past year for the University at Buffalo Undergraduate Student Association. She was re-elected for the upcoming 2014-2015 academic year in May. She also serves as the President of the National Society of Collegiate Scholars Chapter at the University at Buffalo. She is pursuing a degree in both Political Science and Legal Studies at the University at Buffalo, with a minor in the Philosophy of Law. She plans to attend law school after graduating from UB in the spring of 2016.

Ms. Kathan is a graduate from Fairport High School, a suburb of Rochester, New York. During her senior year, she took a Leadership and Government class in which she worked with a group. They became experts on the topic of Health Care and traveled to Washington, D.C. to meet with government officials who focused on Health Care. She was able to schedule a meeting for her and her group in the White House with the top Health Care officials in President Barack Obama's administration.

Ms. Kathan is looking forward to the opportunity of serving as the Associate Director of Government Relations, State Operated Colleges and is excited for the opportunities that this experience will bring

Her resume is attached.