



MEMORANDUM

June 6, 2015

TO: Members of the Executive Committee

FROM: Thomas D. Mastro, President

SUBJECT: Appointment of Emily Missavage as a University College Representative.

Action Requested

The proposed resolution appoints Emily Missavage as a University College Representative.

Resolution

I recommend that the Executive Committee adopt the following resolution:

Resolved that Emily Missavage be, and hereby is appointed Acting Representative for University Colleges, effective immediately. This appointment shall continue from the date of appointment until May 31, 2016.

Background

Appointed by the Executive Committee, the Acting Representative for University Colleges serves as a member of the Executive Committee representing their sector until such time as an official Representative can be elected.

The Acting Representative will be responsible to:

- Make weekly contacts with respective constituency representatives as assigned by the Executive Committee.
- Serve on at least one (1) standing or ad hoc committee of the Student Assembly.
- Submit a monthly report to the Secretary at the specified due date before each Executive Committee meeting.

- Perform any additional duties as determined by the Student Assembly or the Executive Committee.

Emily's resume may be found through Google Drive or upon request.