



**MEMORANDUM 1617-24**

**June 4, 2016**

**TO: Members of the Executive Committee**

**FROM: Marc J. Cohen, President**

**SUBJECT: Title Change “Special Assistant to the President” to “Deputy Chief of Staff.”**

**Action Requested**

The proposed resolution requests a change in title “Special Assistant to the President” to “Deputy Chief of Staff.”

**Resolution**

I recommend that the Executive Committee adopt the following resolution:

Resolved that the current title of “Special Assistant to the President” be changed to “Deputy Chief of Staff.”