
MEMORANDUM**EOU UNIVERSITY COUNCIL**

TO: KEN WATSON, BUDGET AND PLANNING COMMITTEE CHAIR
SAM COLLIE, FINANCIAL AID COMMITTEE CHAIR
CHRIS HEIDBRINK, STUDENT AFFAIR COMMITTEE CHAIR
CHRISTY OLIVERI, DIVERSITY COMMITTEE CHAIR
PETER DIFFENDERFER, ATHLETIC COMMITTEE CHAIR

FROM: KATHRYN SHORTS, UNIVERSITY COUNCIL CHAIR

SUBJECT: ELECTION OF OFFICERS

DATE: 9/27/12

CC: UNIVERSITY COUNCIL MEMBERSHIP

On March 8, 2011 the University Council discussed a charge received from President Bob Davies in regards to all committees holding elections for next year's Chair before the end of this academic year. The University Council views this process as a necessary step for Shared Governance in being more organized and prepared to act when necessary. This memo will serve as the Committee Chairs' instructions for completing this task.

- It is the Current Committee Chair's responsibility to hold an election for next year's Chair before the final University Council meeting (May 24, 2011).
- The newly elected Chair must have previous experience on the Committee.
- Other officer positions can be filled during this election or at the first meeting of the following year.
- Each year it is the responsibility of the Chair to ensure leadership for their committee for the following year.
- It is suggested that these instructions be included in the Committee's Bylaws.
- The Athletic Committee will be an exception to this process as the Chair Position is written into the Constitution
- Any exceptions to this request need to be submitted in writing to the University Council by April 26, 2011.

If you have any questions or concerns in regards to this memo please do not hesitate to contact me by phone 541-962-3281, or email kshorts@eou.edu .

