



MEMORANDUM

October 3, 2016

TO: Bill Harbaugh, University Senate President
Chris Sinclair, University Senate Vice President

Cc: Michael Schill, President and Professor of Law
Betina Lynn, Senate Executive Coordinator
Angela Wilhelms, University Secretary

FROM: Greg Stripp, Chief of Staff

RE: Statutory Faculty Executive Coordinator

Pursuant to Section 1.5.1 of the University of Oregon Constitution, it is the president's responsibility to employ an Executive Coordinator of the UO Statutory Faculty. This memo serves to notify you that effective immediately President Schill has appointed Angela Wilhelms, University Secretary, to this role.

Angela is appointed executive coordinator under the portion of her job portfolio related to serving as an advisor and administrative staffer to the president. Her role as executive coordinator is in no way related to her position as Secretary to the Board of Trustees or her reporting line to the Board.