

# MEMORANDUM

Cal Poly | Office of the President



**To:** Appointees listed below

**Date:** December 4, 2017

**Revised:** January 10, 2018

**From:**   
Jeffrey D. Armstrong  
President

**Copies:** Academic Senate

**Subject:** Appointment of the 2017-2018 Instructionally Related Activities Advisory Committee

I am pleased to endorse the nominations and hereby appoint the following individuals to membership on the Instructionally Related Activities Advisory Committee.

<u>NAME</u>	<u>TERM</u>	<u>REPLACING</u> (OR REPRESENTING)	<u>NOMINATING AUTHORITY</u> (OR OFFICE HELD)
Riley Nilsen*	Ex officio	Jana Colombini	(ASI President)
Kylie Clark (CLA)~	2017-2018	Tyler Lee (CAED)	ASI President
Duncan Mitchell (OCOB)~	2017-2018	Daryush Shahid (OCOB)	ASI President
Luke Haley (CAFES)~	2017-2018	Madison Meredith (CAFES)	ASI President
<b>Bruno Giberti*</b>	<b>Ex officio</b>	<b>Mary Pedersen</b>	<b>(Senior Vice Prov., Acad. Programs &amp; Planning)</b>
Kathleen McMahon	Ex officio	Clare O'Brien	(Vice President, Student Affairs)
Dave Dobis	Ex officio	Continuing	(Vice Pres., University Development)
Brian Self	Ex officio	Gary Laver	(Acad. Sen. Curr. Comm. Chair, or designee)
Elizabeth Williams**	Ex officio	Janice Manzo	(Vice Pres., Administration & Finance)

Committee members are reminded of the importance of communicating with their constituents on issues of interest. The effectiveness of standing committees is directly related to timely input from represented groups.

The above appointments are effective immediately and remain in effect until appointments are announced for the next academic year. Each campuswide standing committee will be requested to submit an annual report to the President with a copy to the University Committee on Committees at the conclusion of the academic year.

Attached is an outline of the Instructionally Related Activities Advisory Committee's functions and membership. New members are urged to consult their predecessor for background information on this committee.

\* Co-chair

\*\* Non-voting

~ Nominated by the ASI president in consultation with the chairs of the student councils (or equivalent) from the academic colleges, only three may be voting members