

Duke University

DURHAM
NORTH CAROLINA
27708-6143

DUKE STUDENT GOVERNMENT
OFFICE OF THE PRESIDENT
BRYAN CENTER 08

BOX 96143
TELEPHONE (919) 684-DUKE
elliott.wolf@duke.edu

MEMORANDUM

TO: Richard Brodhead
Peter Lange
Paul Haagen
Robert Thompson

FROM: Elliott Wolf

DATE: August 22, 2006

RE: Student attendance at University and Presidential Committee Meetings

Shortly after students return for the fall semester, the Duke Student Government will be appointing undergraduate representatives to various University and Presidential Committees. In order to ensure that the students we appoint can provide meaningful representation and are capable of reporting back to DSG and other groups as necessary, we want to make sure that our appointees do the most basic thing required of them in order to act as a representative: show up at committee meetings.

DSG would like to work with you and individual committee chairs to monitor student attendance and replace representatives if they neglect to attend meetings. DSG's President Pro-Tempore, Genevive Cody (gcc2@duke.edu), would collect information on our representatives' attendance to committee meetings, and we ask that committee chairs report back to her if our representatives are not fulfilling their obligations. Although we are not committed to these specific figures, we would ask that a representative be replaced if s/he misses two consecutive meetings and/or misses more than a third of the committee's total number of meetings.

My understanding is that such a policy is in place for members of the Academic Council, whereby a committee member will be replaced by a predetermined alternate if s/he misses too many meetings without a valid excuse. As with the Academic Council, DSG would select (an) alternate(s) at the time appoint the representative(s), so committee chairs would know ahead of time who would replace a delinquent representative. You and the committees' chairs obviously have the final say over committee membership, but we ask that whatever conditions we decide upon be uniformly adhered to in order to provide a basic level of accountability to our appointment process.

This will better serve the University's interest in gaining the undergraduate perspective and DSG's interest in adequately representing the voice of undergraduate students. I sincerely appreciate your willingness to include undergraduate representatives on important committees and consider a basic

safeguard such as the one used by the Academic Council to be a necessity for DSG to fulfill its obligation to provide undergraduate representation to the administration.

If this proposal is acceptable, we can work with you and individual committee chairs to further develop the details.