



To the Student Senate of the University of Notre Dame du Lac,

We respectfully request your consideration in confirming **Isabella Tardio** to serve as the **Student Union Secretary** in the Executive Cabinet for the upcoming 2023-2024 term.

Isabella is a member of the Class of 2025 in Johnson Family Hall studying Honors Management Consulting and Psychology. While she grew up in Fair Lawn, New Jersey, a northern suburb of the fantastic state, she recently moved to Ewing, New Jersey, which is near Princeton. Isabella is busy as a teaching assistant for the Business Technology course in Mendoza and research assistant for the Memory Lab. In the role as Student Union Secretary, Isabella hopes to use her organizational skills to improve efficiency within student government as well as be a source of emotional support within cabinet. In her free time, Isabella loves to go to yoga classes, run, and rewatch her favorite TV shows for the millionth time.

As the Student Union Secretary, Isabella will faithfully execute the duties of her office, which include but are not limited to:

- Facilitating the distribution of information to all branches of the Student Union including Senate, Executive Cabinet, the Executive Committee, and Campus Life Council
- Maintenance of the Student Union's public records and archives
- Ensuring that public records are made available and accessible to the university's students, faculty, and staff
- Preparation of minutes for the meetings of all aforementioned branches

Isabella is a highly intelligent, competent and structured individual whose organizational skill set and practical foresight will ensure her ability to successfully perform in this role. Her experience as a Business Honors student, a teaching assistant, and a research assistant demonstrate she clearly has the technical ability and hard-working attitude necessary for this position. She is a strong communicator and a compassionate leader, and the wider Student Union will truly thrive with her as the Student Union Secretary. We excitedly anticipate all that she will accomplish in her term, and we rest assured in her capability and prowess.

Thank you for your time and consideration.

Respectfully submitted,

Daniel M. Jung,
Student Body President-Elect

Aidan C. Rezner



Student Body Vice President-Elect