

MEMORANDUM

TO: Administrative/Professional Faculty Grievance Committee

FROM: Sam Minner, Provost and Vice President for Academic Affairs

DATE: October 2011

SUBJECT: Committee Membership

I am writing to congratulate the following persons on their appointment or election to the Administrative/Professional Faculty Grievance Committee for the 2011-2012 academic year in accordance with Radford University's Internal Governance Document. Your interest in and commitment to Radford University by serving on this committee is very much appreciated.

Membership:

Terms

| | | |
|----------------------------|-----------------------|-----------|
| Academic Affairs | Ms. Deneen Evans | 2010-2012 |
| Academic Affairs | Ms. Renee Huth | 2011-2013 |
| Finance and Administration | Mr. Dennie Templeton | 2011-2013 |
| Finance and Administration | Mr. Chad Osborne | 2011-2013 |
| Student Affairs | Mr. Geoffrey Colbert | 2010-2012 |
| Student Affairs | Mr. David Falletta | 2010-2012 |
| University Advancement | Ms. Sandra Bond | 2010-2012 |
| Information Technology | Mr. William Abplanalp | 2011-2013 |
| Information Technology | Ms. Randa McDonald | 2011-2013 |
| Intercollegiate Athletics | Mr. Brent Chumbley | 2011-2013 |
| Intercollegiate Athletics | Mr. George Davis | 2011-2013 |
| Academic Affairs | Ms. Connie Phillips | 2011-2013 |

Committee Function:

Hearing grievances regarding an employment matter directly and adversely affecting the professional well being of a member or members of the administrative/professional faculty. Non-grievable issues are specifically outlined in the Administrative and Professional Faculty Handbook. Specific grievance timelines, procedures, appeal routes, and reporting guidelines are also found in the handbook.

The Responsible Administrator listed below or his/her designee shall call the first meeting of the committee at which the committee will elect a chair. It is the responsibility of the chair to insure that minutes are recorded for each committee meeting. Those minutes and supporting documents shall be forwarded to the Responsible Administrator and copied to Dr. Rhett Herman for posting on the Faculty Senate website as soon as possible after each meeting.

Designated Administrator:

President