

## MEMORANDUM

TO: Faculty Grievance Committee

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

DATE: September 2011

SUBJECT: Committee Membership

I am writing to congratulate the following persons on their appointment or election to 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.

<b><u>Membership:</u></b>	<b><u>3-Year Term</u></b>		<b><u>Alternates</u></b>	<b><u>3-Year Terms</u></b>
Hum. & Beh. Sciences (Tenured)	Dr. Mary Atwell	2010-2013	Dr. Courtney Bosworth	2010-2013
Hum. & Beh. Sciences (Tenured)	Dr. Kathryn Kelley	2010-2013		
Business & Economics (Tenured)	Dr. Alex Orlov	2010-2013	Dr. Helen Roybark	2011-2014
Educ. & Human Dev. (Tenured)	Dr. William Flora	2009-2012	Dr. Bill Zuti	2011-2014
Health & Human Serv. (Tenured)	Dr. Ellen Birx	2010-2013	Dr. Sarah Strauss	2011-2014
Science & Technology (Tenured)	Dr. Neil Sigmon	2010-2013	Dr. Bob Phillips	2011-2014
Science & Technology (Tenured)	Dr. Rhett Herman	2010-2013	Dr. Bob Phillips	2011-2014
Visual & Perf. Arts (Tenured)	Mr. Wesley Young	2010-2013	Dr. Tammy Robinson	2011-2014
Faculty Elected at-large	Dr. Lucy Hochstein	2010-2013		

### **Committee Function:**

Hears grievances regarding an employment matter directly and adversely affecting the professional well-being of a member or members of the teaching and research faculty, which is not related to evaluation, reappointment, tenure or promotion, and which is not covered by other University policies, procedures, or regulations. The Committee shall report its findings and make its recommendations to the Vice President for Academic Affairs. If the grievance is of the Vice President for Academic Affairs' actions, the Committee shall report its findings and make its recommendations to the President of the University. If a grievance is of the President's action, the Committee shall report its findings and make its recommendations to the Board of Visitors.

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

Note: The Faculty Handbook indicates that the President of the Faculty Senate will appoint the convener for this committee.