

## Memorandum

TO: Committee on Intellectual Property

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 the Committee on Intellectual Property 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:**

### **Term**

Administrator	Dr. Dennis Grady	Permanent
Faculty	Dr. Bill Kovarik	2010-2012
Faculty	Dr. Laura Cubbison	2010-2012
Faculty	Dr. Christine Hermann	2010-2012
Faculty	Dr. Dan Davidson	2010-2012
Faculty	Dr. Kay Jordan	2011-2013
Library	Mr. Gene Hyde	2010-2012

**Function:** To assist the administration in developing standards and procedures for implementing policy regarding intellectual property as stated in Section 3.4 of the Radford University Teaching and Research Faculty Handbook. And, to recommend amendments to the policy as needed.

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 Administrators:**

Vice President for Finance and Admin.  
Provost and VP for Academic Affairs