

MEMORANDUM

TO: Parking and Traffic 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 Parking and 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

Director – University Services	Mr. Richard Alvarez	Permanent
Director of University Police (non-voting)	Ms. Colleen Roberts	Permanent
Manager, RU Express/Parking Serv. (non-voting)	Mr. James Perkins	Permanent
Teaching Faculty	Dr. Tammy Robinson	2011-2013
Student	Ms. Eryn Batholomew	2011-2012
Student	Mr. Charles Midkiff	2011-2012
Support Staff	Ms. Sandra Steele	2010-2012
Administrative & Professional Faculty	Ms. Jessica Ireland	2010-2012
Conference Services Representative (non-voting)	Ms. Tanya Ridpath	2010-2012
Student Affairs Representative (non-voting)	Mr. Jeff Orzolek	2010-2012

Committee Function:

Recommends and reviews policy governing vehicle registration; recommends and reviews policy governing student, faculty, and staff parking regulation; establishes an Appeals Committee and oversees, implements and enforces a procedure for appeals of campus parking and traffic citations; reviews and edits the publication of *Parking and Traffic Regulations*. Proposed actions from this committee require the opportunity for comment from all the senates prior to submission of a final report to the President's Cabinet through the Vice President for Finance.

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:

Vice President for Finance and Administration