

RADFORD UNIVERSITY

**INTERNAL GOVERNANCE
SYSTEM AND UNIVERSITY COMMITTEES
AND COUNCILS**

2003-2004

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RADFORD UNIVERSITY

Internal Governance System and University Committees and Councils

I. Introduction

This document describes the structure and procedures used to develop policies which are within the authority of the University.

Radford University has a strong commitment to collaborative governance among the constituencies of the University community because the results are longer lasting and of higher quality than what one person can accomplish alone. There must be many leaders on a university campus, leaders who are visible, speak often to articulate both issues and values, stand publicly for what is important, and commit themselves to the overall welfare of the University community.

Through a collaborative governance process, individuals and the University can harmonize their goals and set a course for mutual achievement. The willingness to listen to all ideas, to respect competing concerns, to evaluate the merits of many alternatives, and to communicate helps build consensus. The councils/committees which constitute the governance system serve in an advisory capacity and exist for the purposes of advising the University's president and/or his/her designee in the administrative decision-making process.

A successful collaborative governance process enables the programs and services of the University to improve in an atmosphere of trust, respect, and open decision making among colleagues. It allows the University to address complex issues, to remain open to discovery, to adapt to changing needs.

II. Overview of Structure

The Internal Governance Structure provides a broad framework for governance, with the inclusion of the President, the President's Cabinet, the Student Government Association, the Faculty Senate, the Administrative Senate, and the Staff Senate, as well as necessary committees and/or councils.

The chart located on page 6 illustrates the organizational structure of the Internal Governance System:

- A. Board of Visitors** - As public trustees the members of the Board have the overall responsibility and authority, subject to constitutional and statutory limitations, for the continuing operation and development of the institution as a comprehensive state university and for the evolving policies within which it must function. The By-Laws of the Board of Visitors delegate the authority to implement the internal governance system to the president of the university.

- B. The President** - For the continuing operation and development of the institution much of the authority of the Board of Visitors is delegated to the President, who serves as agent of the Board and chief executive officer of the University. This includes the authority to approve the development and revision of the Internal Governance System.

- C. President's Cabinet** -The President, Vice Presidents, and Executive Assistant to the President comprise the President's Cabinet. The function of the Cabinet is to discuss, review, and reach university decisions with respect to all major actions in the operation and development of the University that require action at this level. The President may delegate decision-making authority to the President's Cabinet or to individual members of the President's Cabinet when appropriate. Members of the President's Cabinet may delegate decision-making authority when appropriate. This delegation of authority is in keeping with the philosophy that decision-making authority should be delegated to the lowest appropriate level.
- D. Senates** - The following bodies serve as the representative organization for the respective constituent groups at the University:
- 1. Student Government Association** - The purpose of the SGA is to facilitate the representation of graduate and undergraduate student opinion. Every student becomes a member of the association upon matriculation with the University. The SGA Senate serves as the primary legislative body of the SGA and acts as an organ for student expression and participation in campus policy decisions.
 - 2. Faculty Senate** - The purpose of the Faculty Senate is to enable the faculty to fulfill its function with respect to academic and educational policies and other affairs of Radford University. The Faculty Senate assures representation of faculty interests and of the faculty view of the common good of the University community, in accordance with recognized principles of university shared governance.
 - 3. Administrative Senate** - The purpose of the Administrative Senate is to study, formulate, and recommend to the President's Cabinet policies and procedures affecting the employment and working conditions of administrative and professional faculty and to serve as the representative body for Administrative and Professional Faculty.
 - 4. Staff Senate** - The purpose of the Staff Senate is to serve as the representative body for the classified and (1500 hour) wage employees and to accept and share responsibility with the administration, faculty, and students in all efforts to attain the stated goals of the University.
- E. University Committees and Councils:** Standing and ad hoc committees and councils may be established as necessary for the purpose of advising the President, the President's Cabinet, and other administrators; considering and making recommendations regarding a variety of university policies and procedures; and/or carrying out those policies and procedures.

III. Procedures and Guidelines for University Committees and Councils

- A. Membership** - When selecting members to university committees and councils, unless otherwise specified, student appointments are made by the SGA; faculty appointments are made by the Faculty Senate Executive Council; administrative and professional faculty and support staff appointments are made by the Administrative Senate and the Staff Senate, respectively, except for staff identified from a specified division and in that case appointments are made by the appropriate vice president. All appointments to university committees and councils are submitted to the President's office by July 15. Persons who serve by virtue of position may appoint a designee. Designated representatives may serve as voting members. All university committees and councils should convene by October 1 with exception of noted committees that are convened only when business needs to be addressed.
- B. Term of Appointment** - The term of appointment to university committees and councils is two years staggered (unless otherwise indicated) for all non-student members to ensure continuity. The term of appointment for students is one year. Members may be reappointed. If a substitute is appointed to complete the term of any committee member, the substitute's term shall expire at the end of the original term.
- C. Designated Administrators** - The President, a member of the President's Cabinet or his/her designee serves as the designated administrator for each university committee and council. Designated administrators are responsible for facilitating the business of the committees and councils, convening or designating a convener for the first meeting of the committee, serving as a resource for the committee or council, and facilitating the approval of proposals. The designated administrator may choose to attend any of the committee/council meetings for which the administrator is responsible (except when appeals or grievances are being considered that may later be considered by the designated administrator). In most cases the designated administrator is a non-voting member unless otherwise noted in the committee composition description. (See Appendix A, *Guidelines for "Designated Administrators" or their designees for University Committees and Councils* for a detailed list of duties of designated administrators)
- D. Officers** – Unless otherwise indicated, the chairs of university committees and councils are elected annually by the members of the committee or council by the second meeting of the committee/council. The chair identifies a vice chair and a recording secretary and notifies the Executive Assistant to the President of their selection as chair.
- E. Committees/Councils Internal Policies** -University Councils and Committees that have or develop internal policies for carrying out the responsibilities of the council/committee will submit those documents and any subsequent revisions to the appropriate designated administrators for review and approval. A copy of these documents is to be filed with the designated administrator or designee.

F. Path of Proposals - The sponsor of the proposal is responsible for submitting the proposal to the appropriate University committee/council or senate for discussion and action. If the proposal is approved, the chair of that committee/ council/senate will determine if the approval of another committee/council/designated administrator is required or desirable and, if so, will submit the proposal to that authority along with any comments received from senates. The submitter of the proposal will be notified of referral to another committee or council and the final decision. Although authority for the approval of proposals is delegated to the lowest appropriate level, certain proposals may require approval at several levels up to and including the Board of Visitors.

As proposals are being considered, each of the senates and University committees/councils is expected to insure that ample opportunity is provided for the appropriate senate(s) to review and take action if needed on any proposals that are of significance to those members of the University community who are represented by one or more of the four senates or as required in this document. Generally, this obligation can be accomplished as follows: **Committee/council members who are appointed by the respective senates should accept responsibility for identifying those issues that are of potential interest to their constituents and for facilitating communication between their senate and the University committee/council.**

All recommendations/proposals that require the approval of another committee, council, senate, designated administrator[s], President's Cabinet, President, Board of Visitors shall be made in memo form to the appropriate designated administrator and bodies.

Note: These steps must occur in a timely fashion. If no decision has been rendered from the appropriate approval authority within 20 class days, the proposal may be submitted to the next level of authority by the sponsor of the proposal.

Pertinent Form - This form is distributed by the Executive Assistant to the President.

Internal Governance Annual Report and Recommendation/Proposal Form

This form, distributed by February 15 each year, is to be used on an annual basis by every University committee and council. The annual report and any recommendations/proposals for changes to the Internal Governance document are to be included on this form and submitted to the designated administrator by March 15. Following their review, the designated administrator will submit these forms to the Executive Assistant to the President by April 15.

G. Parliamentary Authority - *Robert's Rules of Order Newly Revised* governs all proceedings of the internal governance committees and councils.

- H. Attendance** - All members are expected to attend meetings of their respective committee/council. The appointing senate/official will be notified by the committee/council chair or secretary if their representatives are not attending meetings. At this time, the appointing senate/official will be asked to appoint someone who can and will attend regularly.
- I. Meetings** - Except when personnel matters are being considered, all meetings of the councils or committees, subject only to space limitations, are open to faculty, students, and staff of the University. Observers may request permission of a council or committee to testify or participate in debate. A quorum shall be based on a majority of the voting membership of the committee/council, excluding any membership positions that are vacant after October 1st.
- J. Minutes** - Each University committee/council will distribute the minutes to the members of the committee/council and the appropriate administrators. Hard copies of the minutes and supporting documents will be filed in the official committee file (maintained by the designated administrator or designee). These documents will be maintained for the current and previous academic year at a minimum.
- K. Internal Governance Structure Revisions** - Proposed changes to the established internal governance structure and university committees /councils including the establishment of new committees are to be submitted to the University Executive Council through the designated administrator. A proposal to change the function or membership of a committee must come from the committee or be submitted to the committee for comment. In case of varying recommendations see the University Executive Council function on page 13. When developing proposed changes, the originator(s) should consult the appropriate Cabinet Officer. All proposed changes to committees /councils should to be submitted by the designated administrator to the University Executive Council by April 15 along with that committee's or council's Annual Report.

The University Executive Council is responsible for the review and approval of proposed changes in the membership composition and function and the coordination of all University committees and councils, except those reporting to the senates. The actions of the University Executive Council are subject to the approval of the President ' s Cabinet.

- L. Confidential Discussions and Documents** – University councils and committees will not withhold any documents or records of discussions (except those protected by federal and state law) from any constituency group. Virginia Code 2.1 – 342.01 section A paragraph 6 allows the working papers and correspondences of the chief executive officer of any public institution to be kept confidential for deliberative and personal uses. In accordance with the principles of the internal governance system, when working papers and correspondences are submitted to university councils and committees they will be treated as public documents.

IV. Standing Internal Governance University Committees and Councils

A. Committees and Councils Reporting to the Office of the President or Designated Administrators

1. Convocation and Commencement Committee

Function: Schedules and plans university convocations (held during the opening of the fall semester, on Founder's Day and others that may be scheduled), commencements, and related activities. The committee will submit recommendations concerning the selection of speakers for convocations and commencement programs to the President. Substantive proposed actions by this committee require the opportunity for comments from the SGA and Faculty Senate prior to submission of a final report to the President's Cabinet.

Membership Composition: Executive Assistant to the President (non-voting); one Undergraduate College Dean; one Academic College Graduation Coordinator; Assistant Vice President for Communications; Registrar; Alumni Director; Graduate College Dean; 1 alumnus appointed by President of Alumni Association; Senior Class Advisor; two teaching faculty; and two students (Graduate Student Senator and Senior Class Senator/President). Additional persons may be included as non-voting members as needed to conduct the committee's business. These persons may include the Director of University Bands, Choral Music Director, Director of the Dedmon Center, Heth Student Center Assistant Director for Programming, Assistant Vice President for Facilities or a designated representative. Because of the size of this committee, the committee may organize its membership in such a manner as to be efficient in carrying out its responsibilities.

Designated Administrator: Executive Assistant to the President

2. Diversity and Equity Action Committee

Function: Recommends and reviews policy and procedures concerning equity issues. Serves as advisory group to the President's Cabinet and the University's Equal Opportunity Official on diversity and equity issues. Develops and recommends strategies for recruitment and retention of under-represented groups (students, faculty, and staff). Develops and recommends strategies and reviews issues related to students, faculty and staff with disabilities. 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.

Membership Composition: Two teaching faculty; Executive Director of Human Resources; Admissions Representative, Social Equity Officer (non-

voting), Director of Multicultural and International Student Services, Coordinator of Disability Resource Office, one college Dean; one Staff Senate representative; and three students. All attributes of the University's statement of non-discrimination will be addressed in the formation of this committee. Additional persons may be appointed as non-voting members as needed to conduct the committee's business.

Designated Administrator: Social Equity Officer

3. **Enrollment Management Committee**

Function: The Enrollment Management Committee conducts studies and analyzes data on demographic trends; sets enrollment targets for new freshmen, transfers, graduate students, summer and off-campus enrollments; and reviews the recruitment and marketing plans for appropriateness to the specified goals. This committee has the authority to recommend the management strategies for the reports to SCHEV.

Membership Composition: Vice President for Academic Affairs, Vice President for Business and Governmental Affairs, Vice President for Student Affairs, Vice President for Planning and Research, Vice President for University Advancement, Associate Vice President for Academic Programs, Director of Admissions, Dean of the College of Graduate and Extended Education, one teaching faculty (non-voting), and one student (non-voting). Additional persons may be included as non-voting members as needed to conduct the committee's business. These members will report regularly to the President.

Designated Administrator: President

4. **Intercollegiate Athletics Committee**

Function: Recommends and reviews policies concerning intercollegiate athletics; recommends the addition and elimination of intercollegiate athletic sports. Proposed actions from this committee require the opportunity for comment from the SGA and Faculty Senate.

Membership Composition: Director of Intercollegiate Athletics (non-voting); Assistant Athletic Director for Compliance; three teaching faculty (to include the NCAA faculty representative); two students (one female and one male); Business Affairs representative, University Advancement representative; Social Equity Officer; and Staff Senate representative. Additional persons may be included as non-voting members as needed to conduct the committee's business.

Designated Administrator: President

5. **Planning and Budget Advisory Committee**

Function: Solicits input and feedback from the University senates and other constituencies regarding the university's strategic plan, action plans and budgets. Reviews the past year's accomplishments, challenges, opportunities (prepared by the President's Cabinet), and current trends (prepared by the Director of Institutional Research). Reviews annual strategic action plans (prepared by the President's Cabinet). Evaluates resource needs and makes allocation recommendations. Distributes information to the University community regarding the outcome of the planning and budgeting process. Assesses the effectiveness of university planning and budgeting.

Membership Composition: Executive Director of Institutional Research, Planning & Assessment; two students; three division representatives (one each, appointed by the Vice President for Academic Affairs, Student Affairs, and University Advancement); the Director of Admissions; six teaching faculty (preferably one from each undergraduate college); University Space Committee Chair; the Assistant Vice President for Finance; Faculty Senate Resource Allocation Committee Chair (RAC); and the Associate Vice President for Facilities. Additional persons may be included as non-voting members as needed to conduct the committee's business.

Designated Administrator: President

6. **University Executive Council**

Function: Reviews, for effectiveness, the existing internal governance structure and proposals to change that structure. Approves changes to the internal governance system and university committees/councils that are designed to strengthen the effectiveness of the system and grants recognition to newly formed special interest groups and organizations, excluding student clubs and organizations and groups that report to senates subject to the approval of the President's Cabinet. Advises the President of the University and members of the President's Cabinet on any matters brought before it, especially issues on which varying recommendations may be sent forward by one or more of the senates and by one or more of the University committees. Reviews and makes recommendations concerning the university calendar.

Note: The University will convene an ad hoc committee as needed to make recommendations about the long-range university calendar and any other calendar issues when the work of an ad hoc committee is needed. The University's Long Range Calendar should be maintained so that the approved calendar includes no fewer than five years and no more than ten years. When only five years remain in the approved long-range calendar, an ad hoc committee will be convened to propose a five-year extension to

the university calendar. The composition of the ad hoc committee will include:

- Registrar
- One member of the Teaching Faculty
- One student
- One Staff Senate representative
- One Student Affairs representative (non-voting resource)
- One Academic Affairs representative (non-voting resource)

Membership Composition: The presidents from each of the senates; Executive Assistant to the President (non-voting); and one representative from each of the following divisions Student Affairs, Academic Affairs, Business Affairs; and University Advancement. Additional persons may be appointed as non-voting members as needed.

Designated Administrator: Executive Assistant to the President

7. **Administrative/Professional Faculty Grievance 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. Nongrievable 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.

Membership Composition: The President of the University shall, on or before the beginning of each fiscal year, select 12 persons from among the administrative and professional faculty to serve as members of a grievance panel board. The members of the board will serve a two-year term. A list of current members will be maintained by the Human Resources Office.

NOTE: The Administrative Senate will recommend three representatives from each of the following divisions: Academic Affairs, Student Affairs, Business Affairs, and University Advancement for appointment by the President.

Designated Administrator: President

8. **Faculty Appeals Committee**

Function: Hears appeals of recommendations or decisions related to evaluations, non-reappointment (including those resulting from post-tenure review), tenure, promotion, and termination for cause. The Committee shall report its findings and make its recommendations to the Vice President for Academic Affairs. If the appeal is of the Vice President of Academic

Affair's recommendation, the Committee shall report its findings and make its recommendations to the President of the University. If the appeal is of the President's action, the Committee shall report its findings and make its recommendations to the Board of Visitors.

Membership Composition: Ten elected tenured faculty members (four from Arts and Sciences, one from Business and Economics, one from Education and Human Development, one from Health and Human Services, one from Visual and Performing Arts, one from Information Science and Technology, and one elected at-large by the University faculty). One alternate from each college selected as the faculty member who is from a department other than that of the principal representative(s) and who received the next highest number of votes in the election of representatives. Members and alternates serve three-year terms.

Designated Administrator: President

9. Faculty Grievance 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.

Membership Composition: Ten elected tenured faculty members (four from Arts and Sciences, one from Business and Economics, one from Education and Human Development, one from Health and Human Services, one from Visual and Performing Arts, one from Information Science and Technology, and one elected at-large by the University Faculty). One alternate from each college selected as the faculty member who is from a department other than that of the principal representative(s) and who received the next highest number of votes in the election of representatives. Members and alternates serve three-year terms.

Designated Administrator: President

NOTE: The Faculty Handbook indicates that the President of the Faculty Senate will appoint the convener for the Faculty Appeals and Faculty Grievance Committees.

B. Committees and Councils Reporting to the Vice President for Academic Affairs or Designated Administrators

1. Academic Policies and Procedures Committee

Function: Reviews and recommends policies concerning class attendance, examination, class withdrawal, grading, registration, scheduling, academic advising and other academic policies and procedures. Opportunity for comment on proposed actions from this committee should be extended to the Student Government Association, Faculty Senate and Administrative Senate prior to submission to the Vice President for Academic Affairs.

Membership Composition: Associate VP for Academic Enrichment (non-voting); one dean or designee from each college; six teaching faculty (preferably one from each undergraduate college, one of whom is a member of the Faculty Senate Executive Council), two students; Registrar and one support staff from the Registrar's Office (both non-voting). Additional persons may be appointed as non-voting members as needed.

Designated Administrator: Vice President for Academic Affairs

2. Academic Program Review Committee

Function: The Academic Program Review Committee is a review body with an obligation to complete a rigorous assessment of each academic program's Program Quality Assessment report and make continuance recommendations based on the established criteria in the Academic Program Review Guidelines. The Committee makes program development recommendations focused on the quality of the program, student engagement, and student learning. The Committee provides a copy of its recommendations, along with any suggestions for program improvement/development to the department chairperson and/or program coordinator. The Program Quality Assessment report for those programs scheduled, along with the Committee's assessment and recommendations, shall be submitted to the Vice President for Academic Affairs according to established deadlines.

Membership Composition: Executive Director of Institutional Research, Planning and Assessment; the President of the Faculty Senate; all the academic deans; one faculty member from each undergraduate college, two of whom must also hold graduate faculty status; one undergraduate student who will be available during summer school. Chairs, faculty, students, and other appropriate parties may be asked to attend meetings to provide additional information.

Designated Administrator: Vice President for Academic Affairs

NOTE: One-year faculty appointments to be made by the Deans.

3. **Committee on Intellectual Property**

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.

Membership Composition: One administrator appointed by the Vice President for Business Affairs and the Vice President for Academic Affairs and six faculty.

Designated Administrators: The Vice President for Business Affairs and the Vice President for Academic Affairs

4. **Graduate Affairs Council**

Function: Recommends policies and procedures regarding concerning the following specific areas as they relate to graduate programs: admissions, recruitment and retention, academic standards (including advising, transfer credit; class attendance, student expectations, experiential learning experiences, etc.) student financial aid; program and curriculum development and revision; graduate faculty membership; student research and creative activity.

Membership Composition: One faculty member from each graduate program selected by the program faculty, Dean of College of Graduate and Extended Education; Registrar; University Librarian; and one graduate student.

Designated Administrator: Vice President for Academic Affairs

5. **Library Committee**

Function: Helps in the development of the Radford University library as a strong resource and research center, which will aid students and the University academic community through the review, recommendation, and implementation of policies concerning the library's operation. Proposed actions from this committee require the opportunity for comments from the SGA and the Faculty Senate prior to submission of a final report to the President's Cabinet through the Vice President for Academic Affairs.

Membership Composition - University Librarian; one Library professional staff, one Library support staff; six teaching faculty (preferably one from each undergraduate college, one of whom should hold graduate faculty status); one undergraduate student and one graduate student nominated by the

Library staff. Additional persons may be included as non-voting members as needed to conduct the committee's business.

Designated Administrator: Vice President for Academic Affairs

6. Professional Education Committee

Function: Provides input into, assesses and monitors long-range planning for professional education programs; reviews all curricular changes from all Colleges that impact professional education programs; reviews and monitors student admission and retention policies; monitors student assessment programs (Praxis I and Praxis II); promotes collaboration between the University, PK-12 schools and external organizations to enhance professional education programs.

Membership Composition: Dean of CEHD, who serves as chair; Associate Dean of CEHD; Field Experience Programs; Coordinator of Advising & Licensure (non-voting); Teaching faculty selected by their respective College, including eight teaching faculty with at least one from each department in the College; three teaching faculty from CAAS (including one each from Humanities, Natural Sciences and Social Sciences; three other teaching faculty (including one each from COBE, CHHS, CVPA; five field-based professionals (selected by the Dean of the CEHD after consultation with appropriate chairs in the CEHD); and one undergraduate student. (Note: The dean or committee can invite a graduate student to serve as a resource.)

Note: Since the Dean of CEHD serves as the "Head of the Unit" for NCATE purposes, he or she must have responsibility for review of all proposals related to professional education programs. Selection of the field-based members involves identifying interested and knowledgeable professionals who are willing to serve and whose administration approves of such service.

Designated Administrator: Vice President for Academic Affairs

7. Academic Advising Committee

Function: Plans, monitors, and evaluates all functions related to academic advising to include the advising of students, registration processes, QUEST, graduation check-out, degree-audit, and academic policies affecting student progress and retention. The committee makes recommendations to improve academic advising as well as policies and practices affecting students' success and progress toward graduation. Ensures that all undergraduate students receive adequate and equitable advising that is appropriately evaluated. Recommendations from the Academic Advising Committee are forwarded to the Vice President for Academic Affairs through the Academic Policies and Procedures Committee where appropriate.

Membership Composition: The Associate Vice President for Academic Programs; the Advising Coordinators from each undergraduate college; the Advising Coordinator of the Pre-Major Advising Center; Registrar; Assistant Registrar; Director of New Student Programs; the Assistant Director of New Student Programs responsible for Quest; a representative from the Admissions Office; one student, two teaching faculty, each from a different undergraduate college; the Director of Career Services Center (or designee), and a representative from the Adult Degree Program.

Designated Administrator: Vice President for Academic Affairs

8. College Curriculum Committees

Function: Reviews and approves course and curriculum proposals and revisions in the major and minor academic programs in the college. All proposals and revisions approved shall be forwarded to the Undergraduate Curriculum and Catalog Review Committee and, if affecting general education, to the General Education Curricular Advisory Committee and the Curriculum Committee of the Faculty Senate; and/or if affecting graduate curriculum, to the Graduate Curriculum and Catalog Review Committee.

Membership Composition: College Dean (non-voting), Associate Dean and/or Assistant Dean(s) where applicable, one or two students with majors in the college, and one faculty member elected by each department in the college (and each school without departments, if applicable).

Designated Administrator: College Dean

9. Departmental Curriculum Committees

Function: Reviews and makes recommendations to the department on course and curriculum proposals and revisions in the major and minor academic programs in the department. All proposals and revisions approved shall be forwarded to the College Curriculum Committee.

Membership Composition: At least three faculty, all elected by the department, one upper-class student, and where appropriate, one graduate student in that department.

Designated Administrator: Department Chairperson

10. Departmental Personnel Committees

Function: Recruiting and recommending the hiring of all full-time faculty for the department; recommending the granting or denial of tenure;

recommending reappointment or non-reappointment of non-tenured faculty; administering student evaluations of all faculty teaching for the department; evaluating the chairperson both as a faculty member and as a chairperson; and provide for the hearing and review of student grade appeals (in accordance with the Teaching and Research Faculty Handbook).

Membership Composition: All tenured faculty of the department excluding the Department Chair and the Dean. If fewer than three people are tenured in the department (excluding the department chairperson), the membership shall be augmented by one or more full-time, tenure-track faculty members in the department, sufficient to bring the committee membership to three, and elected to one-year terms in a department meeting. Failing this, the committee shall consist of all tenured and tenure-track faculty in the department, excepting the Department Chair.

In the consideration of tenure decisions, if the Personnel Committee consists of fewer than three tenured faculty within the department, then a separate tenure committee shall be formed consisting of all tenured full-time Teaching and Research Faculty in the department, excluding the Department Chair, and additional committee members sufficient to form a three-person committee; additional full-time tenured faculty from other departments in the University shall be selected by the Department's full-time tenured faculty, excluding the Department Chair, but subject to the written agreement of the candidate for tenure.

Additional information regarding this committee can be found in the Teaching and Research Faculty Handbook.

Designated Administrator: Department Chairperson

11. Faculty Awards Committee

Function: Develops the criteria, publishes the criteria and nomination process, and solicits nominations from faculty, staff, and students for the Donald N. Dedmon Professorial Award, and the RU Foundation Awards for Creative Scholarship and University Service. After review of the nominees' materials, the committee will recommend to the President the recipient of each award. Also solicit nominations and nominates outstanding faculty for the State Council of Higher Education Outstanding Faculty Awards Program in accord with the criteria and procedures annually established by the State Council. Submits its slate of nominees to the Vice President for Academic Affairs. Completed nominations will be submitted to the State Council of Higher Education through the offices of the Vice President for Academic Affairs and the President.

Procedures: Responsible for notifying the nominees and requesting that

they provide any information appropriate to support their nomination. The Vice President for Academic Affairs will notify the faculty who have been nominated and request that they prepare supporting materials to be submitted to the State Council of Higher Education Outstanding Faculty Awards Selection Committee. The committee will offer advice to the nominees as they prepare supporting materials and will review the materials to ensure that they are complete.

Membership Composition: One faculty member from each of the undergraduate colleges who is the most recent recipient of any one of the three Radford University faculty awards (or one faculty selected by any college in which there are no award recipients); one student; one of the faculty who is the most recent recipient of the State Council of Higher Education Outstanding Faculty Award; one Radford University Foundation Board member appointed by the President of the University Foundation; and one administrator appointed by the President.

Designated Administrator: Vice President for Academic Affairs

12. Faculty Professional Development Leave and Research Support Committee

Function: Provides recommendations regarding policies and activities related to research and scholarly activities, research support, sponsored programs, and the Faculty Professional Development Leave program. Reviews applications and makes recommendations regarding Faculty Professional Development Leave.

Membership Composition: Dean of the College of Graduate and Extended Education; two academic deans; one tenured faculty member from each undergraduate college; a member of the Faculty Senate Executive Council; Director of Sponsored Programs and Grant Management (non-voting).

Designated Administrator: Vice President for Academic Affairs

13. General Education Curricular Advisory Committee

Function: Considers assessment reports on the effectiveness of the general education program or elements thereof, recommends curricular programmatic modifications in general education that are based on assessment results, and reviews and comments on such recommendations made by the President or Vice President for Academic Affairs. Faculty Senate should comment and approve any changes. Comments are required of the SGA.

Membership Composition: Nine teaching faculty members including four from Arts and Sciences (to include one from Social and Behavioral Sciences,

one from the Computational Sciences, one from Humanities, and one from the Natural and Physical Sciences), and one each from the CEHD, COBE, CHHS, CIST and CVPA; one student.

Designated Administrator: Vice President for Academic Affairs

14. Undergraduate Curriculum and Catalog Review Committee

Function: Receives proposals for changes in academic requirements and course proposals from College Curriculum Committees, reviews for duplication of existing courses; monitors changes to the academic sections of the University undergraduate catalog, including the accurate inclusion of policy developed by appropriate university bodies. Monitors catalog for compliance with accreditation requirements.

Membership Composition: Registrar; two undergraduate students; University Librarian (non-voting resource); one faculty member from each college curriculum committee selected by the faculty of that committee; one member of the Faculty Senate sub-committee on curriculum (non-voting).

Designated Administrator: Registrar

C. Committees and Councils Reporting to the Vice President for Student Affairs or Designated Administrators

1. Co-Curricular Activity and Facilities Committee

Function: To review and recommend resolutions to co-curricular activity and co-curricular activities facilities issues (i.e. student union, other co-curricular facilities, campus recreation, intramural program, RU Outdoors, sports clubs, programming, etc.) that are brought to the committee. Policy proposals will be referred to the Student Affairs Executive Committee.

Membership Composition: Co-Curricular Activities Representative, Business Affairs Representative, Student Affairs Representative, one teaching faculty, six students (including a representative from BAP/CAB, Greek System, multi-cultural/minority students, SGA representative, and Student Media).

Designated Administrator: Vice President for Student Affairs

2. Committee on Clubs and Organizations

Function: Recommends, reviews, and administers policy regulating student clubs and organizations. The committee grants recognition to student clubs and organizations in accordance with the authority delegated to the

committee by the Vice President for Student Affairs. Decisions regarding policy matters are referred to the Student Affairs Executive Council.

Note: Proposals concerning the revision of the Constitution and By-laws of the SGA, Campus Activities Board, Black Awareness Programming Board and other campus-wide student organizations are submitted directly to the VPSA for approval. The Campus Judicial Board serves as a hearing body for the review of judicial matters related to student clubs and organizations.

Membership Composition: Coordinator for Student Leader Resources; one teaching faculty; and two undergraduate students; Graduate Assistant to Coordinator for Student Leader Resources. Additional persons may be included as non-voting members as needed to conduct the committee's business.

Designated Administrator: Director of Co-Curricular Activities

3. **Student Affairs Executive Council**

Function: Reviews and recommends policies and procedures concerning student life and campus experiences, including co-curricular activities, policies and procedures for the allocation and expenditure of student activity fees, student leader compensation, the Standards of Student Conduct, the campus judicial system, space utilization of Heth and the new student union, and all policies that may have an effect on campus life and/or environment for students. Members of this council should consult with their constituencies before final decisions are made by this council and recommended to the Vice President for Student Affairs. As necessary, this council will continue to act in an advisory capacity to the Vice President for Student Affairs. This council also reviews and recommends revisions to the Internal Governance Structure concerning Student Affairs and serves as the appellate body for appeals of actions taken by other committees that report to the Vice President for Student Affairs.

Membership Composition: Associate Vice President for Student Affairs; Assistant Vice President for Student Affairs; Dean of Students; SGA President; four other students nominated by the SGA President and approved by the SGA Senate; and one teaching faculty members. Additional persons may be included as non-voting members as needed to conduct the council's business.

Designated Administrator: Vice President for Student Affairs

4. **Student Evaluation of Faculty Committee**

Function: Reviews and recommends policies and procedures concerning student evaluation of faculty. Proposed actions from this committee require the opportunity for comments from the SGA and the Faculty Senate prior to joint submission. Proposals from this committee are to be submitted jointly to the Vice President for Student Affairs and Vice President for Academic Affairs.

This committee is convened only when business needs to be addressed.

Membership Composition: Three teaching faculty; one student; one representative from academic affairs; one representative from student affairs.

Co-Designated Administrators: Vice President for Student Affairs and Vice President for Academic Affairs

5. Student Media Steering Committee

Function: Recommends, reviews, and administers policy concerning the student media. The committee appoints and removes student media editors and business managers and approves student media budgets. Works to solve problems and resolve conflicts among the student media, between the student media and other constituencies.

Membership Composition: Assistant Director for Student Media (non-voting); four representatives from the Student Media Committee (at least three of whom must be students); one faculty member; one student; and a practicing media professional from the community (not a RU faculty, staff or student) appointed by the Vice President for Student Affairs.

Designated Administrator: Dean of Students

6. Financial Aid Advisory Committee

Function: Serves in an advisory capacity to the Office of Financial Aid and seeks to provide assistance in identifying areas of concern while promoting and increasing public awareness to the student body. Significant proposals require comment from the SGA prior to submission to the Director of Financial Aid.

Membership Composition: Director of Financial Aid; three students who are financial aid recipients (selected from the following categories: a new freshman, one upper-class student, and a graduate student); one teaching faculty; and one support staff or administrative/professional faculty member who supervises student workers. Additional persons may be included as non-voting members as needed to conduct the committees business.

Designated Administrator: Vice President for Student Affairs

7. Outstanding Student Worker Selection Committee

Function: Responsible for reviewing and recommending nominations for this annual award funded by the Radford University Foundation based upon specific criteria. One award shall be granted to a graduate student and two awards shall be granted to undergraduate students.

Membership Composition: Director of Financial Aid (non-voting); one representative each from Academic Affairs, Business Affairs, and Student Affairs; the Dean of Graduate and Extended Education; the Executive Director of the University Foundation.

Designated Administrator: Director of Financial Aid

8. Scholarly Lecture Committee

Function: Selects, funds, and assists university departments and appropriate student organizations in the presentation of lectures of general university interest. The committee shall select, fund, and review scholarly lecture proposals and advise the sponsoring organizations.

Membership Composition: Associate Vice President for Academic Programs; six teaching faculty, including one representative from each undergraduate college; Associate Director for Student Activities; two students.

Designated Administrator: Director of Co-curricular Activities

9. Student Athlete Appeals Committee

Function: Hears appeal cases from student-athletes who have had athletic grant-in-aid (student aid) reduced or canceled and transfer eligibility issues. Written procedures shall be followed that provide for consistent and fair treatment for all student athletes. There is no further appeal of this committee's decision. This committee is convened only when business needs to be addressed.

Membership Composition: Compliance Coordinator (non-voting); two Student Affairs representatives; Faculty Athletics Representative (non-voting); one teaching faculty; and two non-athlete students.

Designated Administrator: Vice President for Student Affairs

10. Student Awards Committee

Function: Reviews, recommends, and administers policy and the selection process concerning the Who's Who Program, the Outstanding Student Awards, and other campus-wide student award activities. Decisions regarding policy matters will be referred to the Student Affairs Executive Council.

Membership Composition: Coordinator of Student Leader Resources; two teaching faculty; two undergraduate students; and Graduate Assistant to Coordinator of Student Leader Resources.

Designated Administrator: Director of Co-Curricular Activities

11. Student Health Advisory Committee

Function: Serves in an advisory capacity to the Director of the Student Health Center on non-medical policy related to the operation of the Center. Hours of operation, program suggestions and feedback on the administration of the Center are all areas of discussion to the committee. Proposed actions require comment from the SGA prior to submission to the Director of the Student Health Center.

Membership Composition: Associate Vice President for Student Affairs (non-voting); one teaching faculty from CHHS, Director of Student Health Center (non-voting); and three students appointed by SGA

Designated Administrator: Associate Vice President for Student Affairs

12. University Performance Series Committee

Function: Arranges and promotes the University Performance Series.

Membership Composition: Associate Director for Student Activities; one administrative staff member appointed by the Vice President for Student Affairs; Dean of the College of Visual and Performing Arts; one faculty member from each of the Departments of Dance, Music, and Theatre; one faculty member at-large; four students (including one major from each of the Departments of Dance, Music, Art and Theatre).

Designated Administrator: Dean, College of Visual and Performing Arts

D. Committees and Councils Reporting to the Vice President for Business and Governmental Affairs or Designated Administrators

1. **Building and Grounds Committee**

Function: Recommends guiding principles for planning related to campus buildings and grounds, including a determination of the types and scope of projects that are to be brought before the committee for review. Reviews priorities for capital projects. Recommends buildings and grounds to support priorities from the planning process. Recommends, according to established university guidelines, the relocation of offices, departments, and teaching spaces in order to make a more efficient and effective use of the campus. Major actions (i.e. capital project priorities, master plan) proposed by this committee require the opportunity for comment by each of the senates.

Membership Composition: One representative from Academic Affairs; one representative from Student Affairs; one representative from University Advancement; Associate Vice President for Facilities; Facility Coordinator; one faculty member; one student; Registrar (non-voting).

Designated Administrator: Vice President for Business and Governmental Affairs

2. **Information Technology Resource Committee**

Function: Plans for and promotes the improvement of information technology resources, including program assessment towards goals and integration of recommendations with strategic planning and budget process. Proposed actions from this committee require the opportunity for comments from all senates prior to submission of a final report to the President's Cabinet.

Membership Composition: Executive Director of Information Technology Resource; Director of Television, Radio and Communication Services; Network Services representative; one representative each from the Department of Computer Sciences, College of Graduate and Extended Education, Academic Enrichment, Library, Student Affairs, Business Affairs, and University Advancement; one teaching faculty from each undergraduate college, selected by the college faculty); one undergraduate student; Associate VP for Academic Administration; Assistant Vice President for Finance; System Administration & Computer Operations representative; Information Systems & Computing Services representative; Technology Assistance Center representative; Director of Teaching Resource Center; Director of Academic Computing.

Designated Administrator: Vice President for Business and Governmental Affairs

3. **Parking and Traffic Committee**

Function: Recommends and reviews policy governing vehicle registration; recommends and reviews policy governing student, faculty, and staff parking regulation; establishes an Appeals Committee, 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 Business Affairs.

Membership Composition: Director of University Services; one teaching faculty; two students (one boarding student, one commuting students); one support staff; one administrative and professional faculty; Director of University Police (non-voting); Manager of RU Express/Parking Services (non-voting), Conferences Services representative (non-voting); Student Affairs representative (non-voting). Additional persons may be included as non-voting members as needed to conduct the committees business.

Designated Administrator: Vice President for Business and Governmental Affairs

4. **Bookstore Advisory Committee**

Function: Seeks to help provide the best possible service to students, faculty and staff and provide a forum for open communication between the Bookstore and all campus constituencies. Proposed actions require the opportunity for comment by the SGA and Faculty Senate prior to submission to the Director of University Services.

Membership Composition: Director of University Services (non-voting); two RU Bookstore employees (usually Manager and Assistant Manager); one administrative and professional faculty; one support staff; two students; two teaching faculty.

Designated Administrator: Director of University Services

5. **Dining Services Advisory Committee**

Function: Seeks to help provide the best possible service to students, faculty and staff and provide a forum for open communication between the Dining Services and all campus constituencies. Proposed actions require comment by the SGA prior to submission to the Director of University Services.

Membership Composition: Director of University Services (non-voting); two Dining Services employees (usually Director and Nutritionist); one teaching faculty; one support staff; one administrative and professional

faculty; and four students.

Designated Administrator: Director of University Services

E. Committees and Councils Reporting to the Vice President for University Advancement or Designated Administrators

1. Alumni Association

Function: Strives to acquaint alumni, students, faculty and others with the University's ideals and objectives. Maintains a mutually beneficial relationship between alumni and the University.

Membership Composition: Elected officers and an appointed executive council.

Designated Administrator: Vice President for University Advancement

2. University Foundation

Function: Strengthens the role of private assistance to Radford University.

Membership Composition: A Board of Directors composed of 24 individuals representing alumni, friends, businesses, faculty, staff and the community.

Designated Administrator: Vice President for University Advancement

F. Committees and councils reporting to the Vice President for Planning and Research or Designated Administrators

1. Animal Care and Use Committee

Function: Recommends policy and reviews the institution's program for humane care and use of animals for teaching or research, and inspects the institution's animal facilities, including animal study areas, at least once every six months; prepares reports of the evaluations and submits those to the Institutional Official. The ACUC insures that deficiencies are corrected. The committee reviews, and if necessary, investigates concerns involving the care and use of animals at the institution resulting from public or in-house complaints. The committee reviews, and either approves, requires modifications in (to secure approval), or withholds approval of those components of proposed activities related to the care and use of animals, and of any proposed significant changes regarding the care and use of animals in ongoing activities.

Membership Composition: A Doctor of Veterinary Medicine (appointed by the VP for Planning and Research); two faculty, (one from Biology and one from Psychology, at least one should be a practicing scientist experienced in research involving animals and/or having statistical expertise recommended by the chairs of these departments; one person not affiliated with the university(appointed by the VP for Planning and Research); a representative of the Office of Sponsored Programs and Grants Management; Chairperson of Biology Department; Chairperson of the Psychology Department; one student.

Designated Administrator: Vice President for Planning and Research

8. Institutional Review Board for the Review of Research on Human Subjects

Function: Recommends and reviews policy regarding the protection of human subjects participating in research; reviews and approves or disapproves all proposals involving research on human subjects and reports all action taken to the Director of Sponsored Programs and Grant Management; monitors all research on human subjects approved by the committee; submits required reports to state and federal agencies; reports alleged violations to the appropriate College Dean and recommends sanctions for the individuals who fail to comply with established policies and procedures to the appropriate College Dean.

Membership Composition: One undergraduate student (excluded from membership during summer sessions if not enrolled); one graduate student (excluded from membership during summer sessions if not enrolled); seven teaching faculty (including one from each college); (Members must include both sexes, with varying backgrounds to be sufficiently qualified through the experience of its members, including consideration of race, gender, and cultural backgrounds and sensitivity to such issues as community attitudes, to promote respect for its counsel and advice in safeguarding the rights and welfare of human subjects. Include at least one individual from a primarily scientific field and at least one from a primarily non-scientific field. Federal regulations require this diversity.); two individuals not otherwise affiliated with the University nor part of the immediate family of someone who is (federal regulations require at least one); Executive Director, Sponsored Programs and Grant Management; one faculty/staff member familiar with student psychological adjustment issues related to the University community (appointed by the Associate Vice President for Student Affairs).

Designated Administrator: Vice President for Planning and Research

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- Administrative Senate – www.radford.edu/~adm_sen/
- Faculty Senate – www.radford.edu/~senate/
- Staff Senate – www.radford.edu/~st_sen/
- Student Senate – <http://www.radford.edu/~sga/links.htm>

Appendix A

Guidelines for “Designated Administrators” or Their Designee for University Committees and Councils (unless otherwise stated)

*Designated Administrators will be thoroughly familiar with the IG Document as it applies to their designated areas of responsibility.

1. Convene the first meeting of the committee/council by October 1 after consulting the schedules of the members. If possible, the meeting should be scheduled at a time that is mutually convenient for **all** members of the committee/council.
 - a. By the second meeting, facilitate the election of the chair by members of the committee and the appointment of a vice chair and recording secretary.
 - b. Arrange for new committee/council members to be informed about the function and procedures of the committee/council.
 - c. Notify the Executive Assistant to the President of the name, university address, phone number, FAX number, and e-mail address of the chairperson by October 15 on a form to be provided by the President’s Office.
2. Serve as a resource for the chairperson and the committee/council (i.e. Communication with all appropriate university groups, preparation of proposals using the appropriate forms and format, routing of proposals, other guidelines and procedures, etc.)
3. Attendance at meetings of the committee/council by the designated administrator is optional. The designated administrator will not attend committee meetings in which appeals or grievances are being considered (i.e. committees in which appeals are being considered that may later be considered by the designated administrator). The designated administrator may participate fully in meetings of the committee/council as a non-voting member (unless otherwise stated).
4. Proposals from the committee/council are to be submitted to the designated administrator along with any comments from the Senates. **If the appropriate Senate(s) has not been afforded the opportunity to review and comment on the proposal, the proposal should be returned to the committee/council until those consultations have occurred.**
5. (Applicable only to designated administrators who are members of the President’s Cabinet) After reviewing the proposal and any comments, the appropriate member(s) of the President’s Cabinet or the President’s Cabinet may take on of the following actions on the proposal:
 - a. Recommend approval of the proposal to other authorities, when appropriate. For example, proposed revisions to the Internal Governance Document are to be forwarded to the University Executive Committee for review and recommendations
 - b. Approve the proposal (final).

- c. Disapprove the proposal with explanation provided to the sponsor of the proposal.
 - d. Seek further input from the committee/council or return the proposal to the committee/council with the request that it be reconsidered and revisited.
 - e. (Applicable only for proposals which are submitted to the President or President's Cabinet) Before making a decision on the proposal, consult with the University Executive Council about proposals on which there has been disagreement or on which the President or President's Cabinet desires the advice of the Council.
 - f. (Applicable only for proposals which are submitted by Student Affairs Committees to the Vice President for Student Affairs) At the request of the VPSA, the recommending committee, or the SGA, recommendations that are submitted to the VPSA may be referred to the VPSA, to the Student Affairs Executive Council, and/or to the SGA for their review and recommendation. This council also serves as the appeal body for appeals of decisions of Student Affairs committees. This council reviews and recommends revisions to the Internal Governance Structure concerning Student Affairs.
6. After the proposal receives final approval or disapproval:
- a. File an official copy of the proposal with the responsible Vice President, who will, when appropriate, forward the proposal to the Executive Assistant to the President and the Council for the Review of University Policies.
7. Designated Administrator will facilitate the submission of Annual Reports to the Executive Vice President to the President through the appropriate Vice President.

Appendix B – Senate Constitutions

Note: To access all Senate constitutions please refer to the RU Homepage

Administrative Senate – www.radford.edu/~adm_sen/

Faculty Senate – www.radford.edu/~senate/

Staff Senate – www.radford.edu/~st_sen/

Student Senate – www.radford.edu/~sga/index.html

M/M	First	Last	Committee	Represent	Begin	End	Alt
Ms.	Judy	Birchfield	Academic Advising Committee	Advising Coordinator - Business & Economics	Perm	Perm	
Ms.	Donna	Dunn	Academic Advising Committee	Advising Coordinator - Education & Human Dev.	Perm	Perm	
Mr.	Mike	Dunn	Academic Advising Committee	Director - New Student Programs	Perm	Perm	
Ms.	Loretta	Estes	Academic Advising Committee	Health & Human Services	Perm	Perm	
Dr.	Sharon	Hepburn	Academic Advising Committee	Teaching Faculty	2003	2005	
Ms.	Carolyn	Hines	Academic Advising Committee	Assistant Registrar	Perm	Perm	
Ms.	Lucy	Hochstein	Academic Advising Committee	Teaching Faculty	2003	2005	
Ms.	Darlene	Hodge	Academic Advising Committee	Advising Coordinator - Arts and Sciences	Perm	Perm	
Mr.	Marc	Jacobsen	Academic Advising Committee	Assist. Director - New Student Programs (Quest)	Perm	Perm	
Mr.	Phil	Johns	Academic Advising Committee	Undergraduate Student	2003	2004	
Dr.	Kathryn L.	Jordan	Academic Advising Committee	Assistant Dir. Career Services Center	Perm	Perm	
Dr.	Steve	Lerch	Academic Advising Committee	Associate VP for Academic Programs	Perm	Perm	
Ms.	Kirsten	Mosby	Academic Advising Committee	Admissions Office Representative	Perm	Perm	
Ms.	Penny	Ratcliff	Academic Advising Committee	Adult Degree Program Representative	Perm	Perm	
Ms.	Donna	Shelton	Academic Advising Committee	Visual and Performing Arts	Perm	Perm	
Ms.	Heidi	Terry	Academic Advising Committee	Registrar	Perm	Perm	
Ms.	Susan	Underwood	Academic Advising Committee	Information Science & Technology	Perm	Perm	
Ms.	Patti	Williamson	Academic Advising Committee	Pre-Major Advising Ctr.	Perm	Perm	
Ms.	Becky	Alls	Academic Policies and Procedures Committee	Registrar Support Staff (non-voting)	Perm	Perm	
Dr.	Karma	Castleberry	Academic Policies and Procedures Committee	Dean-Health & Human Services	Perm	Perm	
Dr.	William	Dempsey	Academic Policies and Procedures Committee	Dean-Business & Economics	Perm	Perm	
Dr.	Kim	Kipling	Academic Policies and Procedures Committee	Teaching Faculty	2002	2004	
Dr.	Steve	Lerch	Academic Policies and Procedures Committee	Associate VP for Academic Programs (non-voting)	Perm	Perm	
Dr.	Ivan	Liss	Academic Policies and Procedures Committee	Dean-Arts & Sciences	Perm	Perm	
Ms.	Rachel	Lythgoe	Academic Policies and Procedures Committee	Student	2003	2004	
Ms.	Mary Jean	Miller	Academic Policies and Procedures Committee	Teaching Faculty	2003	2005	
Dr.	Alexei	Orlov	Academic Policies and Procedures Committee	Teaching Faculty	2002	2004	
Dr.	Paul	Sale	Academic Policies and Procedures Committee	Dean-Education and Human Dev.	Perm	Perm	
Dr.	Chris	Salter	Academic Policies and Procedures Committee	Teaching Faculty	2003	2005	
Dr.	Joe	Scartelli	Academic Policies and Procedures Committee	Dean-Visual & Performing Arts	Perm	Perm	
Dr.	Carole	Seyfrit	Academic Policies and Procedures Committee	Dean-Graduate & Extended Education	Perm	Perm	
Dr.	Wil	Stanton	Academic Policies and Procedures Committee	Dean-Information Science & Technology	Perm	Perm	
Ms.	Heidi	Terry	Academic Policies and Procedures Committee	Registrar (non-voting)	Perm	Perm	
Dr.	Cheryl	Tieman	Academic Policies and Procedures Committee	Teaching Faculty	2003	2005	
Ms.	Brie	Tinsley	Academic Policies and Procedures Committee	Student	2003	2004	
Ms.	Monica	Weinzapfel	Academic Policies and Procedures Committee	Teaching Faculty	2002	2004	
Dr.	Karma	Castleberry	Academic Program Review Committee	Dean-Health & Human Services	Perm	Perm	
Dr.	William	Dempsey	Academic Program Review Committee	Dean-Business & Economics	Perm	Perm	
Dr.	Gene	Fellin	Academic Program Review Committee	Teaching Faculty-Visual and Performing Arts	2003	2004	
Dr.	Marcella	Griggs	Academic Program Review Committee	Teaching Faculty-Health and Human Services	2003	2005	
Dr.	Nozar	Hashemzedah	Academic Program Review Committee	Teaching Faculty-Business and Economics	2003	2004	
Mr.	Shawn	Healy	Academic Program Review Committee	Student	2003	2004	
Dr.	Ivan	Liss	Academic Program Review Committee	Dean-Arts & Sciences	Perm	Perm	
Dr.	Jim	Lollar	Academic Program Review Committee	Faculty Senate President	Perm	Perm	

Dr.	Ned	Okie	Academic Program Review Committee	Teaching Faculty-Information Science and Tech	2003	2004
Dr.	Paul	Sale	Academic Program Review Committee	Dean-Education and Human Dev.	Perm	Perm
Dr.	Joe	Scartelli	Academic Program Review Committee	Dean-Visual & Performing Arts	Perm	Perm
Ms.	Jan	Schaeffler	Academic Program Review Committee	Exec. Dir.-Institutional Research, Planning, & Assessment	Perm	Perm
Dr.	Carole	Seyfrit	Academic Program Review Committee	Dean-Graduate & Extended Education	Perm	Perm
Dr.	Peggy	Shifflett	Academic Program Review Committee	Teaching Faculty-Arts & Sciences	2003	2005
Dr.	Wil	Stanton	Academic Program Review Committee	Dean-Information Science & Technology	Perm	Perm
Dr.	Bev	Zeakes	Academic Program Review Committee	Teaching Faculty-Educ and Human Development	2003	2004
Ms.	Karen	Castele	Administrative/Professional Faculty Grievence Com.	Business Affairs	2002	2004
Ms.	Ashley	Claude	Administrative/Professional Faculty Grievence Com.	University Advancement	2003	2005
Ms.	Jenny	Doud	Administrative/Professional Faculty Grievence Com.	University Advancement	2002	2004
Dr.	Joe	Flory	Administrative/Professional Faculty Grievence Com.	Academic Affairs	2002	2004
Dr.	Rosemary	Gray	Administrative/Professional Faculty Grievence Com.	Business Affairs	2003	2005
Ms.	Janet	Hahn	Administrative/Professional Faculty Grievence Com.	Planning and Research	2002	2004
Ms.	Lori	Mitchell	Administrative/Professional Faculty Grievence Com.	Academic Affairs	2002	2004
Dr.	Rick	Slavings	Administrative/Professional Faculty Grievence Com.	Planning and Research	2003	2005
			Administrative/Professional Faculty Grievence Com.	Student Affairs	2002	2004
			Administrative/Professional Faculty Grievence Com.	Student Affairs	2003	2005
Mr.	Chris	Baik	Animal Care and Use Committee	Student	2003	2004
Dr.	Monica Jill	Bowen	Animal Care and Use Committee	Doctor of Veterinary Medicine	2002	2004
Ms.	Simran	Gill	Animal Care and Use Committee	Student	2003	2004
Ms.	Janet	Hahn	Animal Care and Use Committee	Office of Sponsored Programs & Grants Rep.	2003	2004
Ms.	Marilyn	Hitesman	Animal Care and Use Committee	Person not affiliated with the University	2002	2004
Dr.	Pamela	Jackson	Animal Care and Use Committee	Faculty (Psychology)	2002	2004
Dr.	Hilary	Lipps	Animal Care and Use Committee	Chairman (Psychology Department)	2003	2004
Dr.	Charles	Neal	Animal Care and Use Committee	Chairman (Biology Department)	2002	2004
Dr.	Bob	Sheehy	Animal Care and Use Committee	Faculty (Biology)	2003	2004
Dr.	Mike	Aamodt	Bookstore Advisory Committee	Faculty	2002	2004
Ms.	Jennifer M.	Anderson	Bookstore Advisory Committee	Student	2003	2004
Mr.	Bill	Dalton	Bookstore Advisory Committee	Director - University Services (non-voting)	Perm	Perm
Mr.	Drew	Dodson	Bookstore Advisory Committee	Faculty	2003	2005
Mr.	Mike	Goad	Bookstore Advisory Committee	Support Staff	2002	2004
Mr.	Brian	Griffin	Bookstore Advisory Committee	Bookstore Manager	Perm	Perm
Ms.	Regina	Hoffner	Bookstore Advisory Committee	Bookstore Employee	Perm	Perm
Mr.	Mike	Shockley	Bookstore Advisory Committee	Student	2003	2004
Ms.	Mary	Weeks	Bookstore Advisory Committee	Administration & Professional Faculty	2003	2005
Ms.	Debbie	Brown	Buildings and Grounds Committee	University Advancement Rep	2003	2004
Mr.	Patrick	Critzer	Buildings and Grounds Committee	Student Affairs Rep	2002	2004
Dr.	Ivan	Liss	Buildings and Grounds Committee	Academic Affairs Representative	2003	2004
Mr.	Roy	Saville	Buildings and Grounds Committee	Director of Construction and Capital Outlay	Perm	Perm
Ms.	Heidi	Terry	Buildings and Grounds Committee	Registrar (non-voting)	Perm	Perm
Ms.	Brie	Tinsley	Buildings and Grounds Committee	Student	2003	2004
Dr.	Loretta	Wilson	Buildings and Grounds Committee	Faculty	2002	2004
Ms.	Shannon	Joyce	Clubs and Organizations Committee	Undergraduate Student	2003	2004
Ms.	Amine	Antari	Clubs and Organizations Committee	Graduate Student Senator	2003	2004

Ms.	Kelly	Luther	Clubs and Organizations Committee	Grad. Asst to Coord for Student Leadership Res.	Perm	Perm
Ms.	Jennifer	Moylan	Clubs and Organizations Committee	Coordinator for Student Leadership Resources	Perm	Perm
Dr.	Shalini	Perumpral	Clubs and Organizations Committee	Teaching Faculty	2003	2005
Mr.	Joey	Wilkerson	Clubs and Organizations Committee	Undergraduate Student	2003	2004
Mr.	Ken	Bonk	Co-Curricular Activity and Facilities Committee	Co-Curricular Activities Representative	2002	2004
Ms.	Anne	Brady Moore	Co-Curricular Activity and Facilities Committee	Student Rep from SGA	2003	2004
Mr.	Ron	Downs	Co-Curricular Activity and Facilities Committee	Business Affairs Rep	2003	2005
Dr.	Matt	Oyos	Co-Curricular Activity and Facilities Committee	Teaching Faculty	2002	2004
Ms.	Liz	Sechler	Co-Curricular Activity and Facilities Committee	Student Affairs Rep	2003	2005
			Co-Curricular Activity and Facilities Committee	Student Rep from BAP/CAB	2003	2004
			Co-Curricular Activity and Facilities Committee	Student Rep from Greek System	2003	2004
			Co-Curricular Activity and Facilities Committee	Student Rep from multicultural/minority	2003	2004
			Co-Curricular Activity and Facilities Committee	Student Rep from Student Media	2003	2004
Dr.	Chris	Hermann	Committee on Intellectual Property	Faculty-Arts and Sciences	2002	2004
Mr.	John	Jett	Committee on Intellectual Property	Student	2003	2004
Mr.	Ray	Kirby	Committee on Intellectual Property	Administrator	2003	2005
Dr.	Kathy	Mullett	Committee on Intellectual Property	Faculty-Visual and Performing Arts	2002	2004
Dr.	Shalini	Perumpral	Committee on Intellectual Property	Faculty-Business and Economics	2003	2005
			Committee on Intellectual Property	Faculty-Health and Human Services	2002	2004
			Committee on Intellectual Property	Faculty-Education and Human Development	2003	2005
			Committee on Intellectual Property	Faculty- Info. Science and Technology	2003	2005
Ms.	Debbie	Brown	Convocation and Commencement Committee	Assistant Vice President for Communications	Perm	Perm
Mr.	Ryan	Dillard	Convocation and Commencement Committee	Student-Senior Senator/President	2003	2004
Ms.	Loretta	Estes	Convocation and Commencement Committee	Academic College Graduation Coordinator	2002	2004
Mr.	Frank	Fitzgerald	Convocation and Commencement Committee	Alumnus	2003	2005
Dr.	Bob	Hiltonsmith	Convocation and Commencement Committee	Teaching Faculty	2002	2004
Mr.	David	Horton	Convocation and Commencement Committee	Alumni Director	Perm	Perm
Ms.	Lori	Mitchell	Convocation and Commencement Committee	Senior Class Advisor	Perm	Perm
Dr.	Joe	Scartelli	Convocation and Commencement Committee	Undergraduate College Dean	2003	2005
Dr.	Carole	Seyfrit	Convocation and Commencement Committee	Graduate College Dean	Perm	Perm
Mr.	Anthony	Sharp	Convocation and Commencement Committee	Student-Graduate Senator	2003	2004
Dr.	Jill	Stewart	Convocation and Commencement Committee	Teaching Faculty	2002	2004
Ms.	Cary	Sutherland	Convocation and Commencement Committee	Exec. Assistant to the President (non voting)	Perm	Perm
Ms.	Heidi	Terry	Convocation and Commencement Committee	Registrar	Perm	Perm
Mr.	Chris	Baik	Dining Services Advisory Committee	Student	2003	2004
Mr.	Bill	Dalton	Dining Services Advisory Committee	Director - University Services (non-voting)	Perm	Perm
Mr.	Tom	DeLuca	Dining Services Advisory Committee	Dining Services Representative	Perm	Perm
Mr.	Colin	Fletcher	Dining Services Advisory Committee	Student	2003	2004
Mr.	David	Hayes	Dining Services Advisory Committee	Administrative & Professional Faculty	2003	2005
Dr.	Dale	Henderson	Dining Services Advisory Committee	Faculty	2002	2004
Ms.	Kathy	Nester	Dining Services Advisory Committee	Support Staff	2002	2004
Mr.	Ben	Southard	Dining Services Advisory Committee	Dining Services Representative	Perm	Perm
Ms.	Brie	Tinsley	Dining Services Advisory Committee	Student	2003	2004
			Dining Services Advisory Committee	Student-RHA Rep	2003	2004
Dr.	Suzanne	Ament	Diversity and Equity Action Committee	Teaching Faculty	2003	2005

Ms.	Jennifer	Anderson	Diversity and Equity Action Committee	Student	2003	2004	
Ms.	Joanne	Forrest	Diversity and Equity Action Committee	Coordinator of Disability Resources Office	Perm	Perm	
Dr.	Rosemary	Gray	Diversity and Equity Action Committee	Social Equity Officer (non-voting)	Perm	Perm	
Mr.	David	Kraus	Diversity and Equity Action Committee	Admissions Representative	2002	2004	
Ms.	Carlotta	Lewis	Diversity and Equity Action Committee	Staff Senate Representative	2002	2004	
Ms.	Rachel	Lythgoe	Diversity and Equity Action Committee	Student	2003	2004	
Dr.	Paul	Sale	Diversity and Equity Action Committee	College Dean	2003	2005	
Mr.	Bill	Shorter	Diversity and Equity Action Committee	Executive Director/Human Resources	Perm	Perm	
Mr.	Claude	Steele	Diversity and Equity Action Committee	Dir. Of Multicultural & Inter. Student Services	Perm	Perm	
Dr.	Todd	Stevens	Diversity and Equity Action Committee	Teaching Faculty	2003	2005	
Mr.	Bement	Zelege	Diversity and Equity Action Committee	Student-ISAC Rep	2003	2004	
Mr.	David	Burdette	Enrollment Management Committee	Vice President for Business Affairs	Perm	Perm	
Dr.	Bill	Hrezo	Enrollment Management Committee	Faculty (non-voting)	2002	2004	
Mr.	David	Kraus	Enrollment Management Committee	Director of Admissions	Perm	Perm	
Dr.	Steve	Lerch	Enrollment Management Committee	Associate VP/Academic Enrichment	Perm	Perm	
Ms.	Jessica	Martin	Enrollment Management Committee	Student (non-voting)	2003	2004	
Dr.	Norleen	Pomerantz	Enrollment Management Committee	Vice President for Student Affairs	Perm	Perm	
Dr.	Warren	Self	Enrollment Management Committee	Vice President for Academic Affairs	Perm	Perm	
Dr.	Carole	Seyfrit	Enrollment Management Committee	Dean/College of Graduate & Extended Education	Perm	Perm	
Dr.	Rick	Slavings	Enrollment Management Committee	Vice President for Planning & Research	Perm	Perm	
Mr.	Charles	Wood	Enrollment Management Committee	Vice President for University Advancement	Perm	Perm	
Dr.	Doug	Brinckman	Faculty Appeals Committee	Business and Economics (Tenured)	2001	2004	
Mr.	Charles	Brouwer	Faculty Appeals Committee	Visual & Performing Arts	2002	2005	Alt
Dr.	Joeseeph	Chase	Faculty Appeals Committee	Information Science & Technology	2001	2004	Alt
Dr.	Sharla	Cooper	Faculty Appeals Committee	Health & Human Services (Tenured)	2003	2005	Alt
Dr.	Steve	Culver	Faculty Appeals Committee	Health & Human Services (Tenured)	2001	2004	
Dr.	Dan	Davidson	Faculty Appeals Committee	Business and Economics (Tenured)	2003	2006	Alt
Dr.	Juergen	Gerlach	Faculty Appeals Committee	Arts and Sciences (Tenured)	2001	2004	
Dr.	Russell	Gregory	Faculty Appeals Committee	Arts and Sciences (Tenured)	2002	2005	
Dr.	Christine	Hermann	Faculty Appeals Committee	Arts and Sciences (Tenured)	2001	2004	
Dr.	Joe	King	Faculty Appeals Committee	Faculty Elected at Large	2001	2004	
Dr.	Sheila	Reyna	Faculty Appeals Committee	Education & Human Development (Tenured)	2001	2004	
Dr.	Peggy	Shifflett	Faculty Appeals Committee	Arts and Sciences (Tenured)	2001	2004	Alt
Dr.	Peggy	Shifflett	Faculty Appeals Committee	Arts and Sciences (Tenured)	2001	2004	Alt
Dr.	Peggy	Shifflett	Faculty Appeals Committee	Arts and Sciences (Tenured)	2001	2004	Alt
Dr.	Peggy	Shifflett	Faculty Appeals Committee	Arts and Sciences (Tenured)	2001	2004	Alt
Dr.	Dan	Spillman	Faculty Appeals Committee	Information Science & Technology	2001	2004	
Dr.	Paula	Stanley	Faculty Appeals Committee	Education & Human Development (Tenured)	2002	2005	Alt
Dr.	Al	Wojtera	Faculty Appeals Committee	Visual & Performing Arts	2001	2004	
Dr.	Sam	Zeakes	Faculty Appeals Committee	Arts and Sciences (Tenured)	2001	2004	
Dr.	Steve	Ames	Faculty Awards Committee	RU Foundation Award for University Service- Education and HD	2003		
Dr.	Hooshang	Beheshti	Faculty Awards Committee	RU Foundation Award for Creative Scholar. - Bus. & Econ.	1995		
Mr.	Mark	Camphouse	Faculty Awards Committee	SCEV Outstanding Faculty Award -2001 Award Recipient	Perm	Perm	
Mr.	Mark	Camphouse	Faculty Awards Committee	DND Award for Teaching Excellence- Vis. & Perf. Arts	1991		
Dr.	Doug	Carothers	Faculty Awards Committee	DND Award for Teaching Excellence- Education and HD			

Ms.	Kenda	Deleon	Faculty Awards Committee	Student	2003	2004	
Dr.	Matthew	Franck	Faculty Awards Committee	RU Foundation Award for Creative Scholar. - Arts & Sciences	2002		
Dr.	Marcella	Griggs	Faculty Awards Committee	RU Foundation Award for University Service- Health and Human	2003		rep
Dr.	John	Helm	Faculty Awards Committee	DND Award for Teaching Excellence- Info. Science and Tech			
Ms.	Susan	Kirby	Faculty Awards Committee	RU Foundation Award for University Service- Arts and Sciences	2002		
Dr.	Steve	Lerch	Faculty Awards Committee	Administrator appointed by President	2002	2004	
Dr.	Wayne	Saubert	Faculty Awards Committee	RU Foundation Award for University Service- Bus. & Economics	1996		
Dr.	Richard	Straw	Faculty Awards Committee	DND Award for Teaching Excellence- Arts and Sciences	2002		
Mr.	Charlie	Wood	Faculty Awards Committee	Foundation Board Member	2002	2004	
			Faculty Awards Committee	DND Award for Teaching Excellence- Bus. & Economics			
			Faculty Awards Committee	DND Award for Teaching Excellence- Health and Human Serv.			
			Faculty Awards Committee	RU Foundation Award for Creative Scholar. - Educ. and HD			
			Faculty Awards Committee	RU Foundation Award for Creative Scholar. - Hth and Human Serv.			
			Faculty Awards Committee	RU Foundation Award for Creative Scholar. - Vis and Perf.			
			Faculty Awards Committee	RU Foundation Award for Creative Scholar. - Info Sci and Tech			
			Faculty Awards Committee	RU Foundation Award for University Service- Visual & Perf.			
			Faculty Awards Committee	RU Foundation Award for University Service- Info. Science and Tech.			
Dr.	Anne	Alexander	Faculty Grievance Committee	Health & Human Services (Tenured)	2001	2004	
Mr.	Charles	Brouwer	Faculty Grievance Committee	Visual & Performing Arts (Tenured)	2002	2005	Alt
Dr.	Anita	Corey	Faculty Grievance Committee	Education & Human Development (Tenured)	2002	2005	Alt
Dr.	Daniel	Davidson	Faculty Grievance Committee	Business and Economics (Tenured)	2002	2005	Alt
Dr.	Margaret	Hrezo	Faculty Grievance Committee	Arts and Sciences (Tenured)	2002	2005	
Dr.	Kathy	Mitchell	Faculty Grievance Committee	Visual & Performing Arts (Tenured)	2001	2004	
Dr.	Tom	Mullis	Faculty Grievance Committee	Faculty Elected at Large	2001	2004	
Dr.	Gary	Naussbaum	Faculty Grievance Committee	Health & Human Services (Tenured)	2002	2005	Alt
Dr.	Edward	Okie	Faculty Grievance Committee	Information Science & Technology	2001	2004	
Dr.	Robert	Phillips	Faculty Grievance Committee	Information Science & Technology	2001	2004	Alt
Dr.	John	Roufagalas	Faculty Grievance Committee	Business and Economics (Tenured)	2002	2005	
Dr.	Jeff	Saperstein	Faculty Grievance Committee	Arts and Sciences (Tenured)	2001	2004	
Dr.	Cheryl	Tieman	Faculty Grievance Committee	Arts and Sciences (Tenured)	2001	2004	
Dr.	James	Unnever	Faculty Grievance Committee	Arts and Sciences (Tenured)	2001	2004	Alt
Dr.	James	Unnever	Faculty Grievance Committee	Arts and Sciences (Tenured)	2001	2004	Alt
Dr.	James	Unnever	Faculty Grievance Committee	Arts and Sciences (Tenured)	2001	2004	Alt
Dr.	James	Unnever	Faculty Grievance Committee	Arts and Sciences (Tenured)	2001	2004	Alt
Dr.	Alex	Weiss	Faculty Grievance Committee	Arts and Sciences (Tenured)	2001	2004	
			Faculty Grievance Committee	Education & Human Development (Tenured)	2003	2006	
Ms.	Margaret	Bassett	Faculty Professional Development Leave and Research \$	Tenured Faculty (H&HS)	2003	2005	
Dr.	Hooshang	Beheshi	Faculty Professional Development Leave and Research \$	Tenured Faculty (Bus. & Eco)	2002	2004	
Ms.	Le'Tina	Giles	Faculty Professional Development Leave and Research \$	Student	2003	2004	
Ms.	Janet	Hahn	Faculty Professional Development Leave and Research \$	Research & Sponsored Programs (non-voting)	Perm	Perm	
Dr.	James	Lollar	Faculty Professional Development Leave and Research \$	Faculty Senate Executive Committee Rep.	2002	2004	
Dr.	Joe	Scartelli	Faculty Professional Development Leave and Research \$	Academic Dean	2002	2004	
Dr.	Carole	Seyfrit	Faculty Professional Development Leave and Research \$	Dean - Graduate & Extended Education	Perm	Perm	
Dr.	Chen-chi	Shing	Faculty Professional Development Leave and Research \$	Tenured Faculty (CIST)	2003	2005	
Dr.	Wil	Stanton	Faculty Professional Development Leave and Research \$	Academic Dean	2003	2005	

Ms.	Monica	Weinzapfel	Faculty Professional Development Leave and Research \$	Tenured Faculty (V&PA)	2003	2005	
Dr.	Sam	Zeakes	Faculty Professional Development Leave and Research \$	Tenured Faculty (Arts & Sci.)	2002	2004	
Dr.	Bill	Zuti	Faculty Professional Development Leave and Research \$	Tenured Faculty (Educ)	2002	2004	
Dr.	Mike	Armadot	Financial Aid Advisory Committee	Faculty	2002	2004	
Ms.	Fariba	Babaeizadeh	Financial Aid Advisory Committee	Student-Freshman Recipient	2003	2004	
Mr.	Patrick	Critzer	Financial Aid Advisory Committee	Staff or Admin/Prof. Faculty who supervises	2002	2004	
Ms.	Simran	Gill	Financial Aid Advisory Committee	Student-Upperclass Recipient	2003	2004	
Ms.	Barbara	Porter	Financial Aid Advisory Committee	Director Financial Aid	Perm	Perm	
Ms.	Kelly	Snead	Financial Aid Advisory Committee	Student	2003	2004	
			Financial Aid Advisory Committee	Student-Graduate Recipient	2003	2004	
Dr.	Michael	Capps	General Education Curricular Advisory Committee	Teaching Faculty-A&S (computational)	2003	2005	
Dr.	Gary	Cote	General Education Curricular Advisory Committee	Teaching Faculty-A&S (Natural & Phy Sci)	2002	2004	
Mr.	Brandon	Covey	General Education Curricular Advisory Committee	Student	2003	2004	
Dr.	Kristin	Froemling	General Education Curricular Advisory Committee	Teaching Faculty-A&S (Humanities)	2002	2004	
Dr.	Bill	Hrezo	General Education Curricular Advisory Committee	Teaching Faculty-A&S (Social & Behavioral Sci)	2002	2004	
Dr.	Prahlad	Kasturi	General Education Curricular Advisory Committee	Teaching Faculty-Business and Economics	2003	2005	
Dr.	Marilyn	Meador	General Education Curricular Advisory Committee	Teaching Faculty-Visual and Performing Arts	2002	2004	
Ms.	Kareen	Mullenbach	General Education Curricular Advisory Committee	Teaching Faculty-Health and Human Services	2003	2005	
Dr.	Kathleen	Poole	General Education Curricular Advisory Committee	Teaching Faculty-Educ and Human Development	2003	2005	
Dr.	Rick	Tibbs	General Education Curricular Advisory Committee	Teaching Faculty-Information Science and Tech	2003	2005	
Dr.	Gwen	Brown	Graduate Affairs Council	Faculty - Corporate & Prof. Comm.	2003	2005	
Dr.	Jayne	Bucy	Graduate Affairs Council	Faculty - School Psychology	2003	2005	
Dr.	Laurie	Cubbison	Graduate Affairs Council	Faculty - English	2002	2004	
Dr.	Bill	Flora	Graduate Affairs Council	Faculty - Education Leadership	2003	2005	
Dr.	Alan	Forrest	Graduate Affairs Council	Faculty - Counselor Education	2003	2005	
Dr.	Carol	Geller	Graduate Affairs Council	Faculty - Special Education	2002	2004	
Dr.	Karolyn	Givens	Graduate Affairs Council	Faculty - Nursing	2002	2004	
Mr.	Gerald	Gordan	Graduate Affairs Council	Librarian Representative	2002	2004	
Dr.	Nozar	Hashemzedah	Graduate Affairs Council	Faculty - International Economics	2002	2004	
Dr.	Duncan	Herrington	Graduate Affairs Council	Faculty - Business Administration	2002	2004	
Dr.	Pam	Jackson	Graduate Affairs Council	Faculty - Psychology	2002	2004	
Dr.	Don	Langrehr	Graduate Affairs Council	Faculty - Reading	2003	2005	
Dr.	Raymond	Linville	Graduate Affairs Council	Faculty - Comm. Sci. & Disorders	2003	2005	
Dr.	Lorraine	Marais	Graduate Affairs Council	Faculty - Social Work	2003	2005	
Dr.	Sandy	Moore	Graduate Affairs Council	Faculty - Education	2003	2005	
Mr.	Dante	Morelli	Graduate Affairs Council	Graduate Student	2003	2004	
Dr.	Eloise	Philpott	Graduate Affairs Council	Faculty - Art	2003	2005	
Dr.	Christine	Salter	Graduate Affairs Council	Faculty- Computational Sciences	2003	2005	
Dr.	Carole	Seyfrit-Chair	Graduate Affairs Council	Dean, Graduate and Extended Education	Perm	Perm	
Ms.	Heidi	Terry	Graduate Affairs Council	Registrar	Perm	Perm	
Dr.	Robert	Trent	Graduate Affairs Council	Faculty - Music	2003	2005	
Dr.	Jonathan	Tso	Graduate Affairs Council	Faculty - Engineering GeoSciences	2003	2005	
Dr.	Isaac	Van Patten	Graduate Affairs Council	Faculty - Criminal Justice	2003	2005	
Ms.	Susie	Bledsoe	Information Technology Resource Committee	Representative - Business Affairs	2002	2004	
Mr.	Jim	Brogden	Information Technology Resource Committee	Network Services	Perm	Perm	

Ms.	Deborah	De	Information Technology Resource Committee	Representative - Planning and Research	2003	2005
Dr.	Joe	Derrick	Information Technology Resource Committee	Faculty - Information Science and Technology	2003	2005
Ms.	Lorraine	Durrill	Information Technology Resource Committee	Director, Teaching Resource Center	Perm	Perm
Mr.	Jim	Graham	Information Technology Resource Committee	Information Systems & Computing Services	Perm	Perm
Dr.	Nozar	Hashemzedah	Information Technology Resource Committee	Faculty - Business and Economics	2003	2005
Mr.	Steve	Helm	Information Technology Resource Committee	Representative - Library	2002	2004
Mr.	John	Hildreth	Information Technology Resource Committee	Representative - Academic Affairs	2002	2004
Mr.	Ray	Kirby	Information Technology Resource Committee	Executive Director of ITR	Perm	Perm
Ms.	Randa	McDonald	Information Technology Resource Committee	Technology Assistance Center	Perm	Perm
Mr.	Ted	McKosky	Information Technology Resource Committee	Faculty - Visual and Performing Arts	2003	2005
Mr.	Ed	Oakes	Information Technology Resource Committee	Director of Academic Computing	Perm	Perm
Mr.	Matthew	Powell	Information Technology Resource Committee	Student	2003	2004
Mr.	Rick	Rogers	Information Technology Resource Committee	Representative - University Advancement	2002	2004
Mr.	Rick	Rogers	Information Technology Resource Committee	Television, Radio & Communication Services	Perm	Perm
Mr.	Ron	Rojewski	Information Technology Resource Committee	System Administrator & Computer Operations	Perm	Perm
Dr.	Wil	Stanton	Information Technology Resource Committee	Associate Vice Pres for Academic Administration	Perm	Perm
Ms.	Ellen	Taylor	Information Technology Resource Committee	Representative -Graduate and Extended Education	2002	2004
Ms.	Heidi	Terry	Information Technology Resource Committee	Representative - Student Affairs	2003	2005
Dr.	Carmel	Vaccare	Information Technology Resource Committee	Faculty - Education and Human Development	2002	2004
Dr.	Michael	VanLue	Information Technology Resource Committee	Faculty - Health & Human Services	2002	2004
Dr.	Francis	Webster	Information Technology Resource Committee	Faculty - Arts and Sciences	2002	2004
Ms.	Evelyn	Wilson	Information Technology Resource Committee	Assistant VP for Finance	Perm	Perm
Dr.	Jim	Borling	Institutional Review Board for the Review of Research on	Teaching Faculty- Visual & Performing Arts	2002	2004
Dr.	Kim	Carter	Institutional Review Board for the Review of Research on	Teaching Faculty - Health and Human Services	2002	2004
Ms.	Sarah	Gilbert	Institutional Review Board for the Review of Research on	Graduate Student	2003	2004
Ms.	Carolyn	Gardner	Institutional Review Board for the Review of Research on	Teaching Faculty -Business and Economics	2003	2005
Ms.	Janet	Hahn	Institutional Review Board for the Review of Research on	Director - Research & Sponsored Programs	Perm	Perm
Dr.	James	Hawley	Institutional Review Board for the Review of Research on	Community Representative	2003	2005
Dr.	Joe	King	Institutional Review Board for the Review of Research on	Teaching Faculty- Graduate College	2002	2004
Dr.	Ken	Lott	Institutional Review Board for the Review of Research on	Student Affairs	2002	2004
Ms.	Lacy	Robinson	Institutional Review Board for the Review of Research on	Undergraduate Student	2003	2004
Dr.	Frances	Steigerwald	Institutional Review Board for the Review of Research on	Teaching Faculty - Education and Human Development	2003	2005
Dr.	Todd	Stevens	Institutional Review Board for the Review of Research on	Teaching Faculty - Information Science and Technology	2003	2005
Dr.	Jim	Unnever	Institutional Review Board for the Review of Research on	Teaching Faculty - Arts & Sciences	2002	2004
Rev.	Jonathan	Webster	Institutional Review Board for the Review of Research on	Community Representative	2002	2004
Dr.	Jack	Call	Intercollegiate Athletics Committee	Faculty	2003	2005
Ms.	Ashley	Claude	Intercollegiate Athletics Committee	University Advancement Representative	2002	2004
Mr.	Greg	Denny	Intercollegiate Athletics Committee	Dir./Intercollegiate Athletics (non-voting)	Perm	Perm
Ms.	Rosemary	Gray	Intercollegiate Athletics Committee	Social Equity Officer	Perm	Perm
Ms.	Jennifer	Greer	Intercollegiate Athletics Committee	Female	2003	2004
Mr.	Chuck	Hayes	Intercollegiate Athletics Committee	NCAA Faculty Representative	Perm	Perm
Ms.	Rhonda	Mah	Intercollegiate Athletics Committee	Staff Senate Representative	2003	2005
Dr.	Don	Samson	Intercollegiate Athletics Committee	Faculty	2003	2005
Ms.	Stephanie	Stacer	Intercollegiate Athletics Committee	Asst. Athletic Director for Compliance	Perm	Perm
Ms.	Evelyn	Wilson	Intercollegiate Athletics Committee	Business Affairs Representative	2002	2004

			Intercollegiate Athletics Committee	Male Student	2003	2004
Ms.	Fariba	Babaeizadeh	Library Committee	Undergraduate Student	2003	2004
Dr.	Drew	Dodson	Library Committee	Teaching Faculty-Visual and Performing Arts	2002	2004
Mr.	David	Hayes	Library Committee	University Librarian	Perm	Perm
Dr.	Tricia	Hill	Library Committee	Teaching Faculty-Educ and Human Development	2003	2005
Ms.	Kathy	Nester	Library Committee	Library (Support Staff)	2003	2005
Dr.	Ned	Okie	Library Committee	Teaching Faculty-Information Science and Tech	2003	2005
Dr.	Salle Ann	Schlueter-Gill	Library Committee	Teaching Faculty-Arts & Sciences	2002	2004
Dr.	Carl	Tong	Library Committee	Teaching Faculty-Business and Economics	2002	2004
Ms.	Jenny	Weisz	Library Committee	Teaching Faculty-Health and Human Services	2003	2005
Mr.	Mark	Werbeach	Library Committee	Graduate Student	2003	2004
Ms.	Mary	Wilson	Library Committee	Library (Professional Staff)	2002	2004
Ms.	Sally	Cox	Outstanding Student Worker Selection Committee	Student Affairs Representative	2003	2005
Ms.	Hilda	Dickerson	Outstanding Student Worker Selection Committee	Business Affairs Representative	2002	2004
Ms.	Donna	Dunn	Outstanding Student Worker Selection Committee	Academic Affairs Representative	2002	2004
Ms.	Barbara	Porter	Outstanding Student Worker Selection Committee	Director - Financial Aid (Non-voting)	Perm	Perm
Dr.	Carole	Seyfrit	Outstanding Student Worker Selection Committee	Dean - Graduate & Extended Education	Perm	Perm
Mr.	Charles	Wood	Outstanding Student Worker Selection Committee	Executive Director- University Foundation	Perm	Perm
Mr.	Bill	Dalton	Parking and Traffic Committee	Director - University Services	2002	2004
Mr.	Scott	Gill	Parking and Traffic Committee	Student (Boarding)	2003	2004
Mr.	Jim	Graham	Parking and Traffic Committee	Administrative & Professional Faculty	2002	2004
Mr.	Granville	Hampton	Parking and Traffic Committee	Director of University Police (non-voting)	Perm	Perm
Mr.	Hank	Kirouac	Parking and Traffic Committee	Support Staff	2002	2004
Dr.	Susan	Kwilecki	Parking and Traffic Committee	Teaching Faculty	2003	2005
Mr.	James	Perkins	Parking and Traffic Committee	Manager, RU Express/Parking Serv. (non-voting)	Perm	Perm
Ms.	Liz	Sechner	Parking and Traffic Committee	Student Affairs Representative (non-voting)	2002	2004
Ms.	Lindsay	Singer	Parking and Traffic Committee	Student (Commuter)	2003	2004
Ms.	Ellen	Taylor	Parking and Traffic Committee	Conference Services Representative (non-voting)	2002	2004
Dr.	Felix	Amenkhienan	Planning & Budget Advisory Committee	Teaching Faculty-Business and Economics	2002	2004
Ms.	Debbie	Brown	Planning & Budget Advisory Committee	University Advancement	2002	2004
Dr.	Farrell	Doss	Planning & Budget Advisory Committee	Teaching Faculty-Visual and Performing Arts	2002	2004
Dr.	Gary	Ellerman	Planning & Budget Advisory Committee	Teaching Faculty-Educ and Human Development	2003	2005
Ms.	Shannon	Joyce	Planning & Budget Advisory Committee	Student	2003	2004
Dr.	Kimball	Knight	Planning & Budget Advisory Committee	Teaching Faculty-Arts & Sciences	2002	2004
Mr.	David	Kraus	Planning & Budget Advisory Committee	Director of Admissions	Perm	Perm
Dr.	Raymond	Linville	Planning & Budget Advisory Committee	Teaching Faculty-Health and Human Services	2003	2005
Mr.	Michael	Mardis	Planning & Budget Advisory Committee	Student Affairs	2003	2005
Ms.	Amine	Antari	Planning & Budget Advisory Committee	Student	2003	2004
Dr.	Robert	Phillips	Planning & Budget Advisory Committee	Teaching Faculty-Information Science and Tech	2003	2005
Mr.	Roy	Saville	Planning & Budget Advisory Committee	Building and Grounds Committee Chair	Perm	Perm
Ms.	Janice	Schaeffler	Planning & Budget Advisory Committee	Exec. Dir.-Institutional Research, Planning, & Assessment	Perm	Perm
Dr.	Claire	Waldron	Planning & Budget Advisory Committee	Faculty Senate Resource Allocation Comm. Chair (RAC)	2003	2004
Mrs.	Evelyn	Wilson	Planning & Budget Advisory Committee	Assistant VP for Finance	Perm	Perm
Dr.	Doug	Woolley	Planning & Budget Advisory Committee	Academic Affairs	2002	2004
Dr.	Elizabeth	Altieri	Professional Education Committee	Faculty at large-Educ and Human Development	2003	2005

Dr.	Alice	Anderson	Professional Education Committee	Teaching Faculty-Educ and Human Development	2002	2004
Dr.	Alice	Anderson	Professional Education Committee	Faculty-Educ and Human Development-Counselor Ed.	2003	2005
Dr.	Richard	Bay	Professional Education Committee	Teaching Faculty-Visual and Performing Arts	2002	2004
Dr.	Barbara	Boyd	Professional Education Committee	Teaching Faculty-Educ and Human Development	2002	2004
Dr.	Cindy	Burkhardt	Professional Education Committee	Teaching Faculty-Arts & Sciences	2003	2005
Ms.	Donna	Dunn	Professional Education Committee	Coordinatorn of Advising & Licensure non-voting	Perm	Perm
Dr.	Bill	Flora	Professional Education Committee	Faculty-Educ and Human Development-Ed. Leadership	2003	2005
Ms.	Meredith	Henderson	Professional Education Committee	Undergraduate Student	2003	2004
Dr.	Tricia	Hill	Professional Education Committee	Faculty-Educ and Human Development-Middle Ed.	2003	2005
Dr.	Robert	Lockwood	Professional Education Committee	Assoc. Dean-Education and Human Dev.	Perm	Perm
Dr.	Carolyn	Mathews	Professional Education Committee	Teaching Faculty-Arts & Sciences	2003	2005
Dr.	Jon	Poole	Professional Education Committee	Teaching Faculty-Educ and Human Development	2002	2004
Dr.	Sheila	Reyna	Professional Education Committee	Teaching Faculty-Educ and Human Development	2002	2004
Dr.	Pat	Rossi	Professional Education Committee	Teaching Faculty-Health and Human Services	2003	2005
Dr.	Paul	Sale	Professional Education Committee	Dean-Education and Human Dev.	Perm	Perm
Dr.	Patricia	Shoemaker	Professional Education Committee	Field Experience Programs	Perm	Perm
Dr.	Jonathan	Tso	Professional Education Committee	Teaching Faculty-Arts & Sciences	2003	2005
Mr.	Mark	Werbeach	Professional Education Committee	Graduate Student	2003	2004
			Professional Education Committee	Field Representatives	2003	2005
			Professional Education Committee	Field Representatives	2003	2005
			Professional Education Committee	Field Representatives	2003	2005
			Professional Education Committee	Field Representatives	2003	2005
			Professional Education Committee	Field Representatives	2003	2005
Dr.	Ginger	Burggraf	Scholarly Lecture Committee	Faculty - Health & Human Services	2002	2004
Mr.	Chris	Gardner	Scholarly Lecture Committee	Student	2003	2004
Dr.	Fess	Green	Scholarly Lecture Committee	Faculty - Business and Economics	2002	2004
Dr.	Sharon	Hepburn	Scholarly Lecture Committee	Faculty - Arts and Sciences	2003	2005
Ms.	Monica	Hunter	Scholarly Lecture Committee	Associate Director - Student Activities	Perm	Perm
Ms.	Anna	Jensen	Scholarly Lecture Committee	Student - Finance Committee Rep.	2003	3004
Dr.	Jennifer	Jones	Scholarly Lecture Committee	Faculty - Education and Human Development	2003	2005
Dr.	Steve	Lerch	Scholarly Lecture Committee	Associate VP for Adademic Enrichment	Perm	Perm
Dr.	Bruce	Mahin	Scholarly Lecture Committee	Faculty - Visual and Performing Arts	2003	2005
Dr.	Chen-Chi	Shing	Scholarly Lecture Committee	Faculty - Information Science and Technology	2003	2005
Ms.	Katie	Bennett	Student Affairs Executive Council	Student	2003	2004
Dr.	Tod	Burke	Student Affairs Executive Council	Teaching Faculty	2002	2004
Mr.	Matt	Crisp	Student Affairs Executive Council	SGA President	2003	2004
Mr.	Ross	Holberg	Student Affairs Executive Council	Student	2003	2004
Dr.	Ken	Lott	Student Affairs Executive Council	Associate Vice Pres for Student Affairs	Perm	Perm
Mr.	Michael	Mardis	Student Affairs Executive Council	Dean of Students	Perm	Perm
Ms.	Lindsay	Singer	Student Affairs Executive Council	Student	2003	2004
Mr.	Claude	Steele	Student Affairs Executive Council	Assistant VP for Student Affairs	Perm	Perm
Ms.	Amine	Antari	Student Affairs Executive Council	Student	2003	2004
Mr.	Chuck	Hayes	Student Athlete Appeals Committee	Faculty Athletic Representative (non-voting)	Perm	Perm
Ms.	Linnea	Hultman	Student Athlete Appeals Committee	Student (non-athlete)	2003	2004
Mr.	Michael	Mardis	Student Athlete Appeals Committee	Student Affairs Representative	2003	2005

Dr.	Kathy	Mullet	Student Athlete Appeals Committee	Teaching Faculty	2003	2005
Mr.	Mike	Shockley	Student Athlete Appeals Committee	Student (non-athlete)	2003	2004
Ms.	Stephanie	Stacer	Student Athlete Appeals Committee	Compliance Coordinator (non-voting)	Perm	Perm
Mr.	Claude	Steele	Student Athlete Appeals Committee	Student Affairs Representative	2001	2004
Mr.	Dan	Blake	Student Awards Committee	Student (Undergraduate)	2003	2004
Dr.	Susan	Kossak	Student Awards Committee	Teaching Faculty	2003	2005
Ms.	Kelly	Luther	Student Awards Committee	Graduate Assistant to Coordinator of Student Leader Resources	2003	2004
Ms.	Jennifer	Moylan	Student Awards Committee	Student Leadership Resources Coordinator	Perm	Perm
Dr.	Stephen	Owen	Student Awards Committee	Teaching Faculty	2002	2004
Mr.	Eric	Tellado	Student Awards Committee	Student (Undergraduate)	2003	2004
Dr.	Marty	Aylesworth	Student Evaluation of Faculty Committee	Academic Affairs Representative	2002	2004
Dr.	Kathy	Jordan	Student Evaluation of Faculty Committee	Student Affairs Representative	2002	2004
Dr.	Susan	Kwilecki	Student Evaluation of Faculty Committee	Teaching Faculty	2003	2005
Dr.	Ian	McClelland	Student Evaluation of Faculty Committee	Teaching Faculty	2003	2005
Mr.	Dante	Morelli	Student Evaluation of Faculty Committee	Student	2003	2004
Dr.	James	Unnever	Student Evaluation of Faculty Committee	Teaching Faculty	2003	2005
Mr.	Bemnet	Zelege	Student Evaluation of Faculty Committee	Student	2003	2004
Ms.	Sarah	Burke	Student Health Advisory Committee	Student	2003	2004
Dr.	Ken	Lott	Student Health Advisory Committee	Associate VP for Student Affairs (non-voting)	Perm	Perm
Ms.	Jeannie	Seay	Student Health Advisory Committee	Director of Student Health Center (non-voting)	Perm	Perm
Ms.	Kelly	Snead	Student Health Advisory Committee	Student	2003	2004
Dr.	Sallie	Strauss	Student Health Advisory Committee	Teaching Faculty (Health & Human Services)	2003	2005
Ms.	Lauren	Travis	Student Health Advisory Committee	Student	2003	2004
Ms.	B.J.	Bowman	Student Media Steering Committee	Practicing Media Professional from Community	2003	2005
Ms.	Anne	Brady-Moore	Student Media Steering Committee	Student	2003	2004
Dr.	William	Kovarik	Student Media Steering Committee	Faculty	2003	2005
Ms.	Christina	Smith	Student Media Steering Committee	Asst. Director for Student Media (non-voting)	Perm	Perm
			Student Media Steering Committee	Student Media Comm Rep	2003	2004
			Student Media Steering Committee	Student Media Comm Rep	2003	2004
			Student Media Steering Committee	Student Media Comm Rep	2003	2004
			Student Media Steering Committee	Student Media Comm Rep	2003	2004
Dr.	Dan	Davidson	Undergraduate Curriculum and Catalog Review Committee	College Curriculum Com. - Business and Economics	2002	2004
Ms.	Margaret	Devaney	Undergraduate Curriculum and Catalog Review Committee	College Curriculum Com. - Visual and Perf. Arts	2002	2004
Ms.	Stephanie	Harmon	Undergraduate Curriculum and Catalog Review Committee	Student - Undergraduate	2003	2004
Mr.	David	Hayes	Undergraduate Curriculum and Catalog Review Committee	University Librarian (non-voting resource)	Perm	Perm
Dr.	Lucy	Hochstein	Undergraduate Curriculum and Catalog Review Committee	College Curriculum Com. - Arts & Sciences	2003	2005
Ms.	Linnea	Hultman	Undergraduate Curriculum and Catalog Review Committee	Student - Undergraduate	2003	2004
Dr.	Rachel	Janney	Undergraduate Curriculum and Catalog Review Committee	College Curriculum Com. - Educ. & Human Development	2002	2004
Dr.	Ned	Okie	Undergraduate Curriculum and Catalog Review Committee	Faculty Senate / Curriculum (Non-Voting)	2002	2004
Dr.	Ned	Okie	Undergraduate Curriculum and Catalog Review Committee	College Curriculum Com. - Infor. Science and Tech.	2003	2005
Ms.	Heidi	Terry	Undergraduate Curriculum and Catalog Review Committee	Registrar	Perm	Perm
Dr.	Susan	VanPatton	Undergraduate Curriculum and Catalog Review Committee	College Curriculum Com. - Health & Human Services	2003	2005
Ms.	Debbie	Brown	University Executive Council	University Advancement Representative	2003	2005
Ms.	Karen	Castele	University Executive Council	Business Affairs Representative	2002	2004
Mr.	Matt	Crisp	University Executive Council	President-SGA	2003	2004

Mr.	Patrick	Critzer	University Executive Council	President-Administrative Senate	Perm	Perm	
Dr.	James	Lollar	University Executive Council	President-Faculty Senate	Perm	Perm	
Dr.	Ken	Lott	University Executive Council	Student Affairs Representative	2002	2004	
Dr.	Mary	Roberts	University Executive Council	Academic Affairs Representative	2002	2004	
Mr.	Benny	Skeens	University Executive Council	President-Staff Senate	Perm	Perm	
Ms.	Cary	Sutherland	University Executive Council	Exec. Assistant to the President (non voting)	Perm	Perm	
Ms.	Andrea	Alaownis	University Performance Series Committee	Student (Art)	2003	2004	
Ms.	Debbie	Brown	University Performance Series Committee	Assistant Vice President for Communications	Perm	Perm	
Ms.	Jennifer	Greer	University Performance Series Committee	Student (Dance)	2003	2004	
Dr.	Margaret	Hrezo	University Performance Series Committee	Faculty Member at-large	2002	2004	
Ms.	Monica	Hunter	University Performance Series Committee	Associate Director - Student Activities	Perm	Perm	
Ms.	Dagmar	Jelincic	University Performance Series Committee	Faculty (Dance)	2002	2004	
Ms.	Nitza	Katz	University Performance Series Committee	Faculty (Music)	2003	2005	
Mr.	Carl	Lefko	University Performance Series Committee	Faculty (Theatre)	2003	2005	
Ms.	Alice	LeShock	University Performance Series Committee	Admin. Staff member (appointed by VPSA)	2002	2004	
Dr.	Joseph	Scartelli	University Performance Series Committee	Dean - College of Visual and Perform. Arts	Perm	Perm	
			University Performance Series Committee	Student (Music)	2003	2004	
			University Performance Series Committee	Student (Theatre)	2003	2004	