

August 13, 2024

## **Campus Administrative Manual Committee**

Kristin McMurray, Chair  
Nizam Arain  
Stacey Ballmes  
Stephen Bryan  
Robb Craddock  
Laura Czys  
Charles Geigner  
Malikah Gordon  
Darla Hill  
Kristi Kuntz

Linda Lee Drozt  
Paul Lucas  
Allison McKinney  
Lowa Mwilambwe  
Sharon Reynolds  
Barb Robbins  
Alex Schmidt  
Rashmi Tenneti  
Campus Legal Counsel designee, Ex-officio  
Erin Johnson, Ex-officio

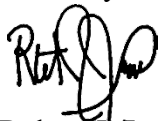
Dear Colleagues,

I am writing to request your participation on a committee dedicated to overseeing the review and revision of the Campus Administrative Manual (CAM). The CAM is an essential resource for our university community, serving to supplement and coordinate university and campus policies. It also functions as a reference for major policy documents and relevant campus publications. The charge of the committee is to:

1. Review all new policies or policy revisions and provide feedback to policy authors.
2. Represent respective units during policy review and ensure timely communication about proposed changes to unit stakeholders.
3. Review policies for which your unit is a policy owner or contact and initiate revisions or confirm endorsement of existing policies (each policy should be reviewed every 3 years, at a minimum).
4. Aid in the general awareness of the CAM by the campus community.
5. Maintain guiding principles for policy review processes.

Kristin McMurray, Assistant Vice Chancellor for Administration and Operations will continue to chair this committee. I appreciate your willingness to assist the campus in this important effort.

Sincerely,



Robert J. Jones  
Chancellor