



45:003 Implementing The Virginia Administrative Dispute Resolution Act (VADRA)

Responsible Executive: Vice President for Finance and Business
Responsible Office: Human Resources
Related Policy:
Approved-On Date: January 16, 2004
Effective Date: January 16, 2004
Revision Date:

Policy Statement

The Virginia Administrative Dispute Resolution Act (“VADRA” or “the Act”) (Va. Code §§ 2.2-4115 through -4119) recognizes that a fundamental function of government is collaborative problem solving, including the fair and efficient management of conflict and resolution of disputes. Litigation and other adversarial means of dispute resolution, while necessary at times, are costly in terms of dollars, human resources, and good will. The use of alternative, non-adversarial processes to address stakeholder concerns can avoid these costs in many instances. Establishing effective alternative processes requires that agencies first carefully assess their missions, strategic plans, policies, operations, fiscal resources and any laws governing the use of a particular collaborative or dispute resolution process.

Purpose

Norfolk State University (“Agency”) is committed to utilizing stakeholder collaboration and alternative dispute resolution processes, as appropriate and as set forth in the Act, as means by which the Agency and affected parties may attempt to achieve mutually-agreed upon settlements of matters in controversy without incurring the costs associated with adversarial proceedings.

Procedures

To that end, and with VADRA’s Interagency Council (VADRA Council) as a resource for consultation and guidance, the Agency Director will:

- (i) Designate Coordinator, if not already designated, an agency Dispute Resolution (DRC), and authorize that individual to attend training for DRCs provided by the VADRA Council;

Name and title of Agency’s DRC:

Cheryl D. Orr
Director of Human Resources
Norfolk State University

- (ii) Review its policies, procedures and regulations to determine whether to amend any of the foregoing to authorize and encourage the use of collaborative practices and dispute resolution proceedings, and, if so, how ;
- (iii) Adopt written procedures, if appropriate, that specifically address the use of dispute resolution proceedings within the agency and for the agency's programs and operations; and
- (iv) Provide training for agency personnel involved in implementing any such written procedures.

The Agency will also cooperate with and provide assistance to the VADRA Council as the Council may request, including providing periodic reports on the Agency's activities and any associated outcomes resulting from its efforts to promote and use collaborative practices, conflict management techniques, and alternative dispute resolution processes.

The VADRA Council will serve as a resource to the Agency by (i) conducting training and briefing sessions, (ii) providing information and technical assistance in the development and use of such practices in state government, (iii) promoting networking among agency DRCs statewide, and (iv) coordinating and collaborating with similar initiatives in other states.

Agency: Norfolk State University

Agency Head Signature: _____

Agency Head Name: Dr. Marie V. McDemmond, President

Date: January 16, 2004