

## Tom Courtway - Dear Members of the Board:

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**From:** Tom Courtway  
**To:** Tom Courtway  
**Date:** 10/14/2011 9:49 AM  
**Subject:** Dear Members of the Board:

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Dear Members of the Board:

Over the last few weeks, we have had several complaints from the Office of International Programs, and in particular, about Dr. Alex Chen. Dr. Chen came to the university in 2010. In addition to being the director of that office, he also was granted tenure (with his initial appointment) as a full professor in the College of Business, Marketing Department.

Based upon these complaints, and the advice of the Provost and his staff, Jack Gillean, Katie Henry and Graham Gills (our HR Director), I have decided that a comprehensive review of the entire international programs office needs to be conducted. The situation in the international programs office is very tense. In order to make sure that the review is thorough and accurate, and all employees and staff may be interviewed, I have decided to suspend Dr. Chen for five days with pay. We do not believe the review can be conducted with him in the office.

I realize this is a significant step, but it is needed to make sure the review is done quickly, professionally and accurately. His paid leave will begin this afternoon.

Please let me know if you have any questions.

Tom C.