Arts and Sciences Council of Chairs

Thursday, September 11, 2014

9:00 – 10:30 am

245 Patterson Office Tower

1. Student workers

Stephanie Morris is in charge of student workers recruitment and joined the meeting to give a short presentation regarding her role and a sample of the type of projects the students have been given and completed.

1. Announcements and discussion (Ted Schatzki)

Associate Dean Schatzki requested ideas for next year’s Passport to the World program.

Please email suggestions to him.

The group had a discussion regarding the use of Form F. They talked about what is appropriate for overload and what is not.

Dr. Schatzki informed the group that University Research Professorship recipients will be allotted a top off, if necessary, to guarantee that one full semester will be bought out. Another option would be to top off enough to for a full post doc. Often the $40,000 award from the university is not enough for these benefits and the College would like to assist in making them possible.

1. Grant staff positions

The departure of Mary Boulton provided the College an opportunity to look at the current structure of grants support. The ability for the College to make new faculty hires in the future will depend on grants and indirect costs. In an effort to better assist the faculty with grant needs, the college plans to create a grants support team. We will be replacing the previous CGO with two CGOs and appoint one person to pre-award, one to post award and other that does both pre and post award work.

1. Retention committee

The Provost office has asked each College to create a retention committee. The chairs have agreed to act as the retention committee. When we know more about the charge from the provost, we may create a subcommittee to address specific issues.

5. Planning for the new financial model

The dean explained his plan to hire a CFO for the College. He is planning to use a national search firm (BeecherHill) and is looking for somebody with experience in RCM models. The Chief of Staff and Director of Finance are currently rethinking duties and discussing procedures.