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MEMORANDUM

TO: Dorothy F. Schmidt College of Arts and Letters Faculty
FROM: Heather Coltman, Dean *Heather Coltman*
RE: Policy for Faculty Compensation for Dissertation Advising in the PhD in Comparative Studies Program
DATE: January 17, 2017

Given the University's prioritization of doctoral degree production related to our Carnegie Classification as an R2: Doctoral Universities – Higher research activity, the College would like to recognize and support the faculty who are advising PhD students in the interdisciplinary Comparative Studies program.

The Dean's office is introducing a formula through which Ph.D. faculty can obtain course releases, based on a system in which five (5) accumulated points equals one (1) course release.

Points may be accumulated by:

- Chairing a dissertation committee
-One (1) point, assigned when dissertation proposal is signed and one point when dissertation is defended)
- Serving on a dissertation committee:
-One-half (1/2) point, assigned when dissertation proposal is signed and ½ point when dissertation is defended)

Notes:

- This system requires the cooperation of the faculty member's department chair.
- Only one (1) course release based on this structure may be granted per assignment year.
- Advanced notice is required before a course release is granted.
- When a faculty member accumulates five (5) points, the department puts in a request to be compensated by the College.
- The PhD program will be responsible for maintaining these records.
- Points will be counted going back 10 years based on the program's official records.

*Proposal based on formula approved by PI track executive committee in 2007. Adapted for the new CLL track. Discussed in the GPC and the Chair's Forum during the fall semester, 2016. Adopted by Dean Heather Coltman on December 13, 2016.

*Chairs and Dean agreed to re-visit potential recognition of MFA advising at some point in the future.