



MEMORANDUM

September 29, 2014

TO: Carol Parker, Senior Vice Provost for Academic Affairs
FROM: Amy Wohlert, Chief of Staff *A Wohlert*
SUBJECT: Policy for Special Administrative Components

In accordance with Faculty Handbook Policy C.180, "Special Administrative Components," the Office of the President submits the following guidelines for your review.

The Office of the President provides for a Special Administrative Component (SAC) to be added to a faculty member's contract when there is a circumstance that requires the adjustment of the base faculty salary for additional administrative duties specific to their assignment in this Office.

There are currently two such circumstances in the Office of the President.

1. Chief of Staff: If the Chief of Staff has a faculty appointment, then a SAC may be added to the base salary for the duration of the appointment, to adjust for the responsibilities of the position. Chief of Staff Amy Wohlert receives a SAC of \$10,000 per year.
2. NCAA Faculty Athletics Representative: A SAC is provided for a faculty member who accepts the responsibilities of NCAA representative for the duration of the appointment, as compensation for the specific duties required by the NCAA and the University for those who serve in this role. NCAA Advisor Amy Neel receives a SAC of \$7,655 per year.