



Graduate Studies

Special Administrative Component Policy

Per the Faculty Handbook Policy C. 180, "Special Administrative Components", Graduate Studies' guidelines for additional compensation for faculty serving in administrative roles are as follows:

1. Associate Dean – responsibilities will include reviewing graduate student funding opportunities and revising as necessary. Participating in the Academic Program Reviews for all academic departments, initiating and supporting graduate student recruitment efforts, preparing the annual report, and assessment for Graduate Studies. Representing the Dean at various meetings as needed.
 - a. The SAC currently is \$32,000 for 10-month assignment as follows:
\$32,000 = \$3,200 per month for 10 months and \$8,000 to the department of Biology for spring buyout. This is renewable on a year for year basis. With a .50% appointment with Graduate Studies.

2. Director Water Resources – responsibilities include fall course WR 571 cross-listed as EC 546 and spring course will be either an elective for Water Resources or a key pre-requisite for the Program. Not responsible for teaching WR 572 or WR 573 but responsible for insuring the courses are taught and assessed in a manner consistent with the Water Resources Program's mission. Serve as advisor for all WRP students.
 - a. This is a 50% appointment for 9 months and base salary will be split evenly between Economics and Water Resources. This contract is effective for 5 years beginning July 1, 2013.
 - b. \$12,000 SAC provided for summer salary for the Director or a portion can be used for special administrative compensation for anyone else contributing to the program. Currently \$10,000 summer salary for director and \$5,000 - \$2,000 for Associate Director.

3. Associate Director Water Resources – responsible for ensuring representation of the hydrosociences train in any program planning for the Water Resources Program. Take the lead in teaching WR 573, which will be co-taught. Depending on the responsibilities, the SAC can range from \$5000 to \$2000 per year.
 - a. This is an annual appointment through 2017-2018 academic year with an additional administrative component of \$5,000.to \$2,000.

The current SAC policies and agreements will remain in effect for the term of the assignments. The terms may change upon the termination of the current incumbents. At that time, the policy will be reviewed and may change due to the needs of the department.

If the special administrative policy does change for Graduate Studies, a new policy will be submitted to the Office of Faculty Affairs and Services.

Approved: _____


Julie Coonrod, Dean

Date: _____

11/5/15