

*Office of the Dean*

## University College Special Administrative Components Policy

University College awards Special Administrative Components (SACs) for the following positions. In all cases, the SACs are paid only so long as the person is in the position. We recognize that the time commitment required in these positions comes at the cost of research and teaching productivity, productivity that may be rewarded through merit raises when funding is available. As a result, the base salaries of faculty members who agree to take on these roles can be adversely affected.

These levels were established by a prior dean. Moving forward, we will renegotiate these amounts to assure that they reflect the time, including time spent during the summer, for each of these critical contributions to our mission, and the interruption in academic advancement (and possible merit increases to base) that these services impose. In addition to these considerations, equity and the impact of the SAC on a faculty member's total compensation will be considered.

### 1. Native American Studies.

A. Director. The Director of Native American Studies serves the program in a role analogous to that of a department chair. The Director manages the office, establishes the course schedule and offerings, allocates workload among the faculty and staff, budgets the program's allocations to meet the needs of the Program, works with internal and external stakeholders in support of the mission of the program and in general runs the Native American Studies program at UNM. The current Director earns a SAC of \$12,000 per year, a number that has not changed in many years. His term is open-ended.

B. Associate Director. The Associate Director of NAS earns a SAC of \$2,000 per semester plus one course release per semester. The current Associate Director's term is open-ended.

SAC recipients will be asked to document all time spent on the task for which the SAC is paid to assure that he or she is fairly compensated for the additional time devoted to the tasks of the position. Because serving in these positions displaces, at least temporarily, a faculty member's ability to advance his or her scholarly work, a SAC will generally be at least 10% of the faculty member's base salary. To the extent the position requires presence on campus or other service outside of the academic year, for example during the summer, the SAC will take into consideration the number of full day equivalents devoted to the position.

2. Associate Dean for Curriculum. The Associate Dean for Curriculum in UC earns a \$20,000 SAC during the academic year. The Associate Dean is responsible for all curriculum development, including recruiting and retaining faculty, providing professional development to faculty, developing innovative curricular approaches to enhance the success of UC students, forecasting demand for UC-sponsored courses, managing the budgets of multiple initiatives that reside in UC and interfacing with colleges and departments campus wide to coordinate multi-disciplinary offerings. The Associate Dean for Curriculum is responsible for assessing learning in first year seminars and learning communities.

The SAC for this position reflects her near full time commitment to UC during the academic year. The current Associate Dean's term will extend for as long as she chooses to remain.