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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 must be requested to be