

## **College of Arts & Sciences – Dean’s Discretionary Fund Task Force Proposal**

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### **Task Force Participants**

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### **Recommendations**

The Task Force recommends that the Dean’s Discretionary Fund be used to support the professional advancement of faculty, lecturers, and graduate students, as well as positive contributions to the college and community, in the following rank-ordered categories:

1. Conference presentations
2. Professional development, training, or certification
3. Research-related costs (required to meet PTE, program, or contractual expectations)
4. Special projects benefiting the college (including support for undergraduate research)
5. Outreach to the FM community, state, or region

This expands our traditional areas of spending to be inclusive of all three areas of professional expectations (research, teaching, and service) along with community impact.

For professional advancement requests, applicants should explain how their request aligns with the evaluation criteria in their department’s PTE document (faculty), their contractual obligations (lecturers and post-docs), or their graduate handbook (graduate students). They will be asked to attest that they have no grant or start-up funds that could be used for what they are requesting.

For community impact requests, applicants should include a letter from their department chair/head or community partner attesting to the impact.

The Task Force recommends the College Business Manager review and approve professional advancement funding requests, and that the dean or an ad-hoc funding committee review and approve Community impact funding requests. The College of Arts & Science’s Policy and Planning committee could be tasked with reviewing the college’s funding priorities, the amount of funding by rank, and the funding review/approval process on an annual basis.

As a starting point, the Task Force recommends prioritizing funding requests based on:

- Evaluation requirements – professional advancement prioritized over contributions to the college and community in years when discretionary funding is limited
- Career stage – more funding for faculty/lecturers early in their careers at NDSU, with assistant professors receiving the most funding and full professors receiving the least, noting that this prioritization by rank is inclusive of professors of practice
- Availability of other funding sources – more funding for those without start-up package funding or grant funding that could be used to support the proposed expenditures

Based on the principles outlined above, eligibility for funding would be as follows:

Assistant Professor (including of Practice)	Up to \$1000 per fiscal year
Associate Professor (including of Practice)	Up to \$750 per fiscal year
Full Professor (including of Practice)	Up to \$500 per fiscal year
Full-time Lecturer	Up to \$500 per fiscal year
Graduate Student or Post-Doc	Up to \$500 per fiscal year

Illustration: An assistant professor of practice with no grant funding and no money remaining in a start-up package would be eligible for \$1000 from the college over the course of one fiscal year. That limit could be reached through multiple, smaller requests or one larger request.

The Task Force recommends *not* requiring departments to match the amount of funding the college provides (past practice in one of the prior state colleges), as departments have varying discretionary and F&A fund levels. Departments should prioritize their funding distributions based on funding levels and program priorities.

The Task Force recommends setting aside 50% of the amount allotted for the year to support expenditures that will take place between July 1 and December 31, with the other 50% reserved to support expenditures that will take place between January 1 and June 30. This approach will account for conferences, professional development, and outreach opportunities in different disciplines occurring at different times of the year.

Commented [1]: Assistant (46) - \$46,000  
Associate (83) - \$62,250  
Full (87) - \$43,500  
Lecturers (20) - \$10,000  
Total - \$161,750

This calculation assumes everyone in the college asks for the full amount and has no start-up or grant funding (which we know is not the case) but does not account for funding graduate students and post-docs.

The question is whether we believe the likely percentage of college fund usage is low enough to extend sufficient funding to graduate students.

Commented [2]: According to our preliminary research, AHSS usually set aside \$50-60K for funding conference travel. And usually gave out around \$40-50K each year (roughly 50 applicants per year).