Agenda

- Endowment Overview
- Spring Sabbaticals
- Assistant Professor Renewals
- Board of Regents Due Dates
- A/B Retention Adjustments
- Unit Adjustments
- Interfolio Update
Endowment Overview

- Enter the endowed appointment in Workday
  - Upload the endowment agreement into Maintain Worker Documents
  - If the endowment name is available, select it. If not, enter the name into the comments section and submit

- AHR verifies all details with Donor Relations

- If necessary, endowment name is entered into Workday by AHR/ISC

- AHR approves and appointment goes to the Board of Regents for approval
Spring Sabbaticals

- Sabbaticals effective 3/16/2018 will be uploaded to Workday by 3/25
- AHR will send each unit a list of individuals who should be on sabbatical during Spring Quarter
- Please verify that the FTE% is correct after the upload
Assistant Professor Renewals

- Assistant Professors (including WOT & Research), tenure-track Associate Professors and tenure-track Professors in their second year of initial appointment must be reviewed for reappointment.

- Review must be completed by the end of Spring Quarter.

- Provide faculty notice of decision before June 15 or 30.
Board of Regents

- Upcoming Board of Regents Agenda due dates
  - May 10th Meeting- items must be to AHR by April 23rd
  - June 7th Meeting- items must be to AHR by May 21st

- Please help us by entering your new appointments, endowed appointments and administrative appointments as soon as you have all necessary information.
A/B Retention Adjustments

- An A/B salary: $A$ (tenure backed) component + $B$ (not tenure backed) component

  Total Base Salary

- Typically, 90/10, 80/20, 70/30; think reportable effort

- Faculty must be meritorious

- For consideration, unit must:
  - Have a written, provost-approved A/B plan
  - Provide evidence (3-5 years) of sustainable funding for $B$ component
  - Submit A/B Retention Salary Adjustment Request
  - Submit A/B Retention Salary Agreement
A/B Retention Adjustments

Reporting and Reminders

- Irrevocable; cannot voluntarily resign B portion
- Every three years, faculty member and provost (AP) must receive report delineating funding for A/B components over previous three years
- Next reporting deadline: July 1, 2018; sample report
Unit Adjustments

- Feedback on Cycle 1 process
- Opportunities for best practices
Interfolio

- Progress to Date
- Target launch: July 1, 2018
- Anticipated training in late April and May
- Planning for sandbox environment to enhance training and readiness
Questions?
Thank you

Thank you for joining us today! We hope this has been helpful.