

May 12, 2017

[Advisory to Deans #AA2017-02](#)

**DEANS, EXECUTIVE ASSOCIATE DEANS, ASSOCIATE DEANS, ASSISTANT DEANS,
CHAIRS, AND ACADEMIC PERSONNEL ANALYSTS**

Re: Use of Academic Enrichment Fund Accounts for Recalled Appointees for First-Year Seminar Program

Dear Colleagues,

This message is an **addendum** to my **[Advisory to Deans #AA2015-06 dated June 29, 2015](#)** regarding Compensation for Service and Limitation on Recall Employment and Additional Compensation in the Off-Duty Period. I am writing to provide you with additional information regarding the creation and use of Academic Enrichment Funds (AEFs), which are also known as “research accounts”, for faculty *on recall* who volunteer to teach in the First-Year Seminar Program. As you know, all *active* faculty who volunteer to teach in the First-Year Seminar Program receive supplemental research funding in an AEF account, whereas emeriti have not been able to do so in the past several years, based on advice issued by the Office of General Counsel. Since that time, Academic Affairs and Undergraduate Education have been seeking a way to facilitate greater participation by emeriti in First-Year Seminars.

Solely for the First-Year Seminar Program, the Vice Provost- Academic Affairs has reached an agreement with the Vice Provost and Dean—Undergraduate Education, who administers this program, that provides enrichment funds linked to all volunteers who teach First-Year Seminars, regardless of whether they are on active or recalled status. For faculty on recall, these funds will go either into an AEF account in the volunteer’s name or into the volunteer’s home department general funds, depending on the volunteer’s recall status.

For emeriti who are volunteering to teach a First-Year Seminar course, those with active programs in scholarly research/creative activity should be recalled into the research role, as well as the teaching role. For these emeriti, the appropriate level of Academic Enrichment Funds, as determined by the Vice Provost- Undergraduate Education, will be provided to support the volunteer’s scholarly activities in accordance with University rules on the allowable expenditures. For emeriti without ongoing programs of research or scholarly creative activity, the volunteer should be recalled for teaching only, and enrichment funds will instead be provided directly to the home department to support its academic mission. Emeriti may suggest ways that these funds can be expended (for example, to support student clubs, student summer research, and the like). However, the department chair ultimately has responsibility for how these funds are spent. In no case may the funds be used for personal compensation at the time of the award or at a later date.

Lastly, emeriti on recall will need to remain current on training in cybersecurity, sexual harassment, safety and any other areas, as required by the research and/or teaching performed under recall. More information on the required campus training can be found [here](#) and [here](#) .

Sincerely,

A handwritten signature in black ink, appearing to read "Maureen L. Stanton". The signature is fluid and cursive, with the first name being the most prominent.

Maureen L. Stanton
Vice Provost—Academic Affairs
Distinguished Professor—Evolution and Ecology

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