



MEMO

To: Melissa Amos-Landgraf, School of Education
Natalie Feggstad, School of Human Ecology
Anne Gunther, College of Letters & Science
Bethany Pluymers, Law School
Hope Simon, Division of Continuing Studies
Lynn West, Institute for Environmental Studies
Darlene Wood, School of Medicine and Public Health

From: Jennifer Klippel, Madison Budget Office
Petra Schroeder, Office of the Vice Chancellor for Research and Graduate Education

Date: February 22, 2019

Re: Arts and Humanities Professional Development Allocation

As described in the attached memorandum, we will be transferring funding to you to provide professional development support for the Arts and Humanities faculty within your division. The funding will come to you as a 101 budget transfer to your primary divisional UDDS. You may retain the dollars at that level, or transfer to departmental projects.

The amount for departments having 70% or greater of the faculty tenured through the Arts and Humanities division is the total faculty headcount on the October 2018 payroll. The amount for departments having less than 70 tenured in this division is based on the headcount of Arts and Humanities faculty. For each department, we ask that you make the funding available to the faculty in the means most effective for your division. We recognize that there are changes in faculty counts in many departments throughout the year. The amount allocated for this program is fixed; it will not be reduced for faculty who have left nor increased for faculty added since October.

Each faculty member should have access to \$2,500. You and your department staff should determine the best tracking mechanisms for your units to ensure that the commitment to each current Arts & Humanities faculty member is honored. Please submit a document listing the unspent balance by faculty name to the Provost's Office by December 1, 2019 and December 1, 2020. The funding should be expended by faculty members before 12/31/2021. After that date any remaining dollars revert to the department to ensure it is fully expended before the end of FY22.

All costs allowable on fund 101, except faculty salary, are acceptable costs for this allocation. Please advise your departmental staff on use of the funding and mechanisms for expenditures. If you have any questions related to the allocation to your division, please contact [Jennifer Klippel](#) or [Petra Schroeder](#).

Cc: Michael Bernard-Donals, Office of the Provost
Eden Inoway-Ronnie, Office of the Provost
Laurie Mayberry, Office of the Provost

Arts and Humanities Professional Development Allocation Calculation

A. Departments with 70% or Greater A&H Population

UDDS	Department Name	Department Faculty Count	@ \$2,500
A1762	EDUC/DANCE	9	22,500
A1792	EDUC/THEATRE & DRAMA	7	17,500
A4806	L&S/AFRICAN CULTURAL STUDIES	7	17,500
A4809	L&S/ART HISTORY/ART HIST	12	30,000
A4817	L&S/CLASSIC&ANCIENT NR EAST ST	10	25,000
A4819	L&S/COMPARATIVE LIT/COMP LIT	8	20,000
A4821	L&S/ASIAN LANGUAGES & CULTURES	16	40,000
A4824	L&S/ENGLISH/ENGLISH	38	95,000
A4826	L&S/FRENCH & ITALIAN/FRNCH&ITL	17	42,500
A4833	L&S/CTR FOR JEWISH STUDIES	3	7,500
A4834	L&S/RELIGIOUS STUDIES PROG	1	2,500
A4852	L&S/LANGUAGE SCIENCES PROGRAM	4	10,000
A4860	L&S/MEADWITTER SCHOOL OF MUSIC	33	82,500
A4865	L&S/PHILOSOPHY/PHILOSOPHY	17	42,500
A4870	L&S/GERMAN NORDIC & SLAVIC	29	72,500
A4885	L&S/SPANISH & PORT/SPAN&PORT	24	60,000
A1710	EDUC/ART	30	75,000
A4838	L&S/HISTORY/HISTORY	50	125,000
A5331	SMPH/MED HIST/HIST OF MD	9	22,500
A4808	L&S/AFRO-AM STUDIES/AFRO-AM ST	7	17,500
A4814	L&S/COMMUN ARTS/COMM ART	22	55,000
A4896	L&S/GENDER & WOMEN'S STUDIES	10	25,000
	subtotal	363	907,500

B. Departments with Less than 70% A&H Population

UDDS	Department Name	A&H Faculty Count	@ \$2,500
A9388	DCS/LIB ART & APP ST/LAAS	2	5,000
A4894	L&S/PLANNING & LANDSCAPE ARCH	5	12,500
A4039	MSN/ENV ST/ACADEMIC PROGS	3	7,500

A4851	L&S/THE INFORMATION SCHOOL	2	5,000
A2710	SOHE/GENERAL ADMINISTRATION	9	22,500
A4807	L&S/ANTHROPOLOGY/ANTHRO	2	5,000
A1720	EDUC/CURRIC & INSTR	2	5,000
A4849	L&S/JOURN & MASS COM/JN & MASS	1	2,500
A4829	L&S/GEOGRAPHY/GEOGRAPHY	1	2,500
A4510	LAW/LAW SCHOOL/LAW SCHOOL	1	2,500
	subtotal	28	70,000



Date: November 28, 2018

To: Arts and Humanities Faculty

From: Rebecca Blank *RB*
Chancellor

Sarah Mangelsdorf *SM*
Provost

Norman Drinkwater *ND*
Interim Vice Chancellor for Research and Graduate Education

Laurent Heller *LH*
Vice Chancellor for Finance and Administration

Re: Arts and Humanities Professional Development Allocation

We are pleased to announce a new program to support the professional development and scholarly activity of faculty in the Arts and Humanities.

This program allocates funds for faculty in the Arts & Humanities to defray any expenses related to professional development, including computer needs and professional travel. These funds may not be used for faculty summer support. This allocation is intended to complement existing internal research funding opportunities, facilitate research and professional planning, and strengthen external grant proposals for faculty in these disciplines.

An allocation of \$2,500 will be made on a per-faculty basis to provide individual faculty with maximum flexibility in budgeting for professional expenses. Allocated funds should be expended within a 3-year time frame. Any funds unexpended at the end of the 3-year period will revert to departments for re-allocation in keeping with departmental needs.

Details of the fiscal process will be communicated shortly. Departmental administrators will be responsible for accounting and procurement associated with the allocated funds. Departments or dean's offices should provide brief reports every 12 months to the Provost, with basic data on rate of expenditure, types of costs covered and planned use of remaining funds.

Chancellor Rebecca M. Blank
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