

Arts & Sciences Managers' Meeting Minutes  
November 9, 2016

**Speakers**

Betty Morgan  
*Department Manager – Marine Sciences; Environment and Ecology*

Ashante Diallo  
*Associate Director for HR*

Betsy Faulkner  
*Interim Assistant Dean for Finance*

**Betty Morgan –  
University  
Manager's  
Association**

Betty Morgan was recently elected President of the University Managers Association. They are focused on better communication and collaboration, as well as a rebranding of the organization. Their new mantra for post-ConnectCarolina is to be proactive in a reactive environment. The Association leadership has met with the Dean and his leadership team about future goals of the organization. There will be a scholarship fund for the Association so that managers can take classes or other professional development opportunities. Please reach out to Betty should you have any questions.

**HR Announcements**

**Holiday Schedule:** The University will be closed the week of December 26. December 26, 27, 28, and 30 are University recognized holidays. December 29 the University will be closed and employees will be required to use leave time. However, they cannot use sick leave.

**Preparation for Upcoming SACS review:**

- In anticipation for a SACS reaccreditation review, UNC Chapel Hill has reviewed policies in comparison to SACS requirements, particularly regarding faculty credentials.
- UNC Chapel Hill has enacted a policy that requires faculty members to provide official transcripts showing all graduate course credits and degrees.
- It is requested that official transcripts be provided to HR offices by no later than January 31, 2017.
- Effective November 1, 2016, for all new hires, information about the transcript requirements will be included in all offer letters for tenure-track, tenured, and fixed-term faculty members. Because this requirement will be a condition of employment for new faculty members, their employment may be terminated if the University is unable to verify their credentials.

**Finance  
Announcements**

**Instructional Workload update:** all reports have been submitted except for 2 or 3 that were given short extensions of time for submission.

**Fund Commitments:** Funds for new Dean's Office commitments that have been made since October will be transferred to the units prior to Thanksgiving break.

**New Report on the Business Operation's website:** INDIRECT COSTS  
FORMULA

- It had formerly been made available in SAS but it now being made available in ASR at <http://asr.oasis.unc.edu> under the "Financial Reports" section.
- This report summarizes the formula allocations made for all projects.
- You can select the project department (the department that received the formula) to see what makes up the total allocation to that department.
- You may also select the home department of the PI to see the department that received the allocation for your PI's, which allows college units to get a complete picture of funding their faculty might be receiving even outside of the College
- This report is updated on a fiscal year basis

**Student Actions:** Reminder that Matt Hughes is approving student ePars and all questions regarding these actions should be directed to his attention.