

OFFICE OF THE SENIOR VICE PRESIDENT AND PROVOST

*The University of Oklahoma
Norman Campus*

To: Deans, Directors, and Chairs
From: Nancy L. Mergler, Senior Vice President and Provost
Date: June 13, 2008
Subject: President's Retired Faculty Funds

I am pleased to announce continuation of the program initiated by President David L. Boren to utilize the talents and wisdom of retired faculty to augment the University's instructional mission. The President's Retired Faculty Funds, as described in the attachment, will provide central support to academic departments and other units that propose to hire retired faculty to teach, mentor, advise, or otherwise contribute to the **undergraduate** academic experiences of our students.

Proposals for the use of the President's Retired Faculty Funds should be submitted through the college dean to the Office of the Senior Vice President and Provost. Proposals must be submitted to the Provost's Office by **July 15, 2008 to request funds for the Fall 2008 semester or 2008-2009 academic year and November 1, 2008 to request funds for the Spring 2009 semester.** The college deans are to set their own deadlines for these proposals so that they can review them and forward them with their recommendations to the Provost's Office by these dates.

Proposals should be completed on the Application for President's Retired Faculty Funds form and forwarded to the Provost's Office through the college dean. When approved, the department chair will be notified. Teaching funds can only be approved for classes that meet the minimum allocation for enrollment. Please notify us as soon as possible if there will be a change in the proposed class schedule.

The attached materials include important information on the appointment, remuneration, and evaluation of retired faculty selected through this program. If you have any questions regarding this program, please contact my office.

NLM/cc
Attachment

cc: President David L. Boren
Ms. Cindy R. Cash