



DARTMOUTH

Arts and Sciences Faculty Resource Guide

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Arts and Sciences Administration



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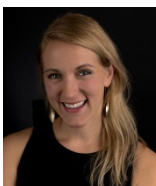
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Arts and Sciences Administration

Faculty Governance

- [Organizational Chart for Arts and Sciences](#)
- [Organization of the Faculty of Arts and Sciences of Dartmouth College \(OFASDC\)](#)
- [Organization of the General Faculty of Dartmouth College \(OGFDC\)](#)
- [Arts and Sciences Faculty Handbook](#)

Academic Departments/Programs

Arts and Sciences includes 41 departments and programs, organized into four divisions: Arts and Humanities, Interdisciplinary Studies, Sciences, and Social Sciences. Some faculty hold joint appointments, and many participate in multidisciplinary collaborations. Faculty profiles can be found on the [Arts and Sciences Faculty Directory](#).

Arts and Sciences Finance Center (ASFC)

The ASFC supports all aspects of financial transactions and reporting. Each faculty member has a [designated analyst](#) as their primary contact for the ASFC, who can answer questions about faculty account reporting, expense reimbursements, as well as [internal awards opportunities](#) for faculty at all levels.

Arts and Sciences Finance and Research Administration

The Fiscal Office serves A&S faculty as a liaison to other administrative offices, provides direct assistance with a wide variety of transactions, and interprets college policies and procedures. Their purview includes staff compensation, department operating budgets, external funding, and endowment distributions. Each academic department and program has a [designated grant manager for external awards and fellowships](#).

Office of the Chief of Staff for Administration and Advancement (OCOS)

The office helps manage the day-to-day operations of the Dean of Faculty Office. It also assists with cultivating donors and stewarding hundreds of A&S endowed funds.

Office of the Registrar

The office supports the faculty in the areas of academic policy, enrollment, and course information. It also manages the [Timetable](#) and [Banner](#) systems, where faculty view official class rosters, enter final grades, propose new courses, and access multiple applications.

Pre-Major Student Advising

Beginning in the second year, all faculty participate in pre-major advising of first- and second-year students.

College Administration

Office of the President

The president of Dartmouth is responsible for establishing and pursuing an academic vision for the institution as a whole. The president reports to the Board of Trustees and oversees a senior leadership team that encompasses the Arts and Sciences, professional schools, and all other executive and administrative operations of the College.

Office of the Provost

The provost is the College's chief academic and budget officer, responsible for overseeing the overall academic integrity of the institution. All official college policies can be found in the Provost's [Policy Portal](#). The Finance Office also maintains a helpful page of [resources for new employees](#).

Institutional Diversity & Equity (IDE)

Led by the Senior Vice President and Senior Diversity Officer, IDE oversees both compliance and support for all aspects of diversity, equity, and inclusion. Major offerings include [Employee Resources Networks](#), [learning and development resources](#), and a number of [campus-wide initiatives](#).

Equal Opportunity, Accessibility, and Title IX

The Equal Opportunity, Accessibility, and Title IX office is committed to inclusion and belonging at Dartmouth, and partners with several offices to address matters related to [compliance](#).

Human Resources

The office administers employee benefits as well as several programs, including [a listing of employee discounts](#). Faculty may also interact with HR if they [hire students on an hourly basis](#) or [supervise staff](#).

Information, Technology and Consulting (ITC)

ITC's [Services Portal](#) includes a wealth of technical information and contacts for individual support. Their [Faculty Tech Portal](#) offers a dedicated page to new faculty, where they can request faculty-oriented training sessions, and access specific information about the technological tools available for instruction and research at Dartmouth.

Library

Dartmouth's library hosts many resources for teaching, research, and creativity. [Subject Librarians](#) work with students and faculty; specialists in media, data, and other areas are available for [consultations and trainings](#) for both students and faculty.

Guarini School of Graduate and Advanced Studies

The Guarini School supports graduate students and postdoctoral fellows across campus, as well as the faculty who work with graduate programs. Departments and programs regularly host fellows from the Guarini postdoctoral programs: the [Society of Fellows](#) and the [Provost's Fellowship Program \(PROF\)](#).

Professional Development Opportunities

Senior Advisor for Faculty Development, Diversity, and Inclusion

In Arts and Science, the Senior Advisor supports recruitment, retention, and faculty development with a focus on diversity and inclusion. The Senior Advisor also contributes to [Mentoring and Professional Development](#) resources across the Arts and Sciences.

Vice Provost for Faculty Affairs

The Provost's Office manages membership in consortia and organizations that support faculty development, such as our membership in the National Center for Faculty Development and Diversity (NCFDD) and the Faculty Advancement Network (FAN).

National Center for Faculty Development and Diversity (NCFDD)

Dartmouth College is an Institutional Member of the [National Center for Faculty Development and Diversity \(NCFDD\)](#) providing access to a community of over 40,000 graduate students, post-docs, and faculty members who are dedicated to supporting professors in making successful transitions throughout their careers.

Faculty Advancement Network (FAN)

FAN is a consortium of 12 national research universities that collaborate to advance diversity, equity, inclusion and belonging in the American professoriate. To date, [14 Dartmouth faculty](#) have been named Ivy+ Provost Leadership Fellows, and invited to participate in the consortium's [Institute on Inquiry, Equity, and Leadership in the Academic Department](#).

Faculty of Color Network

An initiative hosted by [IDE](#), the network seeks to strengthen community connections across campus and provide flexible options for faculty mentoring and collaboration.

Vice Provost for Research

Advised by the [Council on Sponsored Activities](#), coordinates the activities of the [Office of Sponsored Projects](#), the [Committee for the Protection of Human Subjects](#), the [Center for Comparative Medicine and Research](#) and the [Office of Research Integrity](#). Other areas overseen by the office include the [Institute for Black Intellectual and Cultural Life](#), the [Institute for Security, Technology, and Society \(ISTS\)](#), the [Dartmouth NEXT program](#), the [E.E. Just program](#), and the [Electron Microscope Facility](#).

Teaching Resources

Dean of Faculty Office

- **Curriculum and Course Development:** Nuts and bolts of creating new courses.
- **Innovative Course Awards:** Calls for proposals are issued periodically.

Dartmouth Center of Advancement and Learning (DCAL)

DCAL offers a number of programs for enhancing pedagogy, course design, and accessibility.

Learning Design and Innovation (LDI)

This technology office directly supports Canvas, the Learning Management System provided for all courses. If you are new to Canvas, or would like to learn more about efficient course administration and grading strategies, [book a remote consultation](#).

Classroom Technology Services

Services to ensure classrooms are suitably equipped and functional to meet the needs of the education experience. The office provides both self-service resources and individual consultations and trainings.

Institute for Writing and Rhetoric (IWR)

The IWR is home to the First-Year Writing Program, and the Speech Program. It also supports the First-Year Seminar curriculum offered in each department/program. IWR provides tutoring and coaching for students at all levels.

Academic Skills Center

The ASC provides tutoring and coaching to students at all levels; faculty can also work with ASC for group tutoring for large classes.

Center for Social Impact

In addition to many student programs, the Center works with faculty who wish to integrate a Social Impact Practicum into their courses.

Fannie and Alan Leslie Center for the Humanities

Faculty teaching humanities courses can apply for *Humanities Lab Course Development Grants*.

Nelson A. Rockefeller Center for Public Policy and Social Sciences

Faculty teaching social science courses can apply for *Faculty Classroom Enhancement Grants*.

John Sloan Dickey Center for International Understanding

Faculty teaching international topics can apply for *Faculty Course Development & Enhancement*.

Ethics Institute

Faculty teaching topics in ethics can apply for *Classroom Enhancement Grants*.

Research Resources

Dean of Faculty

All Faculty

- **External Prestigious Awards:** Dartmouth provides salary support for faculty awarded fellowships of \$40,000 or more from prestigious granting institutions (Guggenheim, NEH, Fulbright, etc.) that stipulate a one-year teaching release. Certain conditions apply.
- **Conference Grants:** Faculty are encouraged to submit proposals to promote issues of broad academic, social, and cultural relevance that bring leading experts to campus.
- **Internal Awards and Fellowships:** For additional information please use this link.

Assistant Professors:

- **Burke Research Initiation Awards:** New tenure-track faculty apply their first term for this start-up award.
- **Junior Faculty Fellowships:** Faculty are considered for this award during the re-appointment process.
- **Class of '62 Fellowship:** Faculty are considered for this award during the re-appointment process.

Associate and Full Professors:

- **Faculty Research and Professional Development Funds (FRPDF):** An annual fund to support scholarship and engagement in professional societies.
- **Senior Faculty Grants:** One-term grant to pursue research in a new field outside of an accustomed area of study.
- **Wilson Faculty Research Fellowship:** One-term grant to pursue research, teaching, and writing in the fields of biography, history, and government.
- **Scholarly Innovation & Advancement Awards:** These funds support new and promising initiatives that would not be rapidly or routinely funded by other mechanisms.

Research Resources

Centers and Institutes

Fannie and Alan Leslie Center for the Humanities

Faculty programs in the humanities include event co-sponsorship, research project grants, manuscript reviews, and research working groups. The center also supports students, postdoctoral fellows, and non-tenure-track faculty.

Nelson A. Rockefeller Center for Public Policy and Social Sciences

Faculty programs in the social sciences include project grants and research working groups. The center also supports student programs in public policy and leadership, and non-tenure-track faculty.

Neukom Institute for Computational Science

Faculty programs related to computation in all disciplines include project grants, working groups, and workshop events. The center also supports undergraduate and graduate students, postdoctoral fellows, and non-tenure-track faculty. The Neukom Institute is also home to the [Susan and James Wright Center for the Study of Computation and Just Communities](#).

John Sloan Dickey Center for International Understanding

Faculty programs related to international studies include event co-sponsorship, manuscript reviews, and travel grants. The center also provides programming for students, postdoctoral fellows, and non-tenure-track faculty.

Ethics Institute

Faculty programs related to ethics include research grants, manuscript reviews, and event co-sponsorship. The institute also provides programming for students, postdoctoral fellows, and non-tenure-track faculty.

Arthur L. Irving Institute for Energy and Society

The institute has a [funding and resources](#) for projects related to energy and society, open to faculty of all ranks, postdoctoral fellows, and staff. They also have a range of student programs.

Institute for Black Intellectual and Cultural Life

The IBICL is a research center rooted in the study of the Black diaspora. Building on the strengths of current Dartmouth's Black faculty and staff, the Institute hosts visiting scholars, artists, activists, and postdocs and provides grants for Dartmouth faculty who are undertaking major research and creative projects related to the Institute's research themes.

Arts Integration Grant Initiative

The [Hopkins Center for the Arts](#) and the [Vice Provost for Research](#) support arts-integrative research projects from faculty, undergraduates and graduate students across the college. Projects must be interdisciplinary in nature with an arts discipline at the core. Other disciplines to be included in a particular project can be wide-ranging, from STEM fields to humanities and social sciences.

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Undergraduate Advising and Research (UGAR)

The office provides several programs that fund undergraduate researchers (RAs) who work on individual projects as well as in laboratories. Faculty can list projects when they seek RAs and may also receive requests from students looking for projects. The office also supports major fellowship advising for students (such as Fulbright, Rhodes, etc.).

Grant Proposal Support Initiative (GrantGPS)

The office helps faculty of all ranks, postdoctoral students, and graduate students navigate the grant proposal process. These services include one-on-one [consultation](#), grant editing and outside review, grant-writing training, and networking with on- and off-campus resources.

Office of Sponsored Projects (OSP)

The office provides pre-award and post-award services and has primary responsibility for assuring Dartmouth's compliance with the regulations of funding agencies and for negotiating the College's indirect costs rate.

Committee for the Protection of Human Subjects (CPHS)

The committee oversees the Institutional Review Board (IRB) process for research involving human subjects. All researchers, including undergraduates, have access to the trainings offered by the Collaborative Institutional Training Initiative (CITI).

Office of Corporate and Foundation Relations

The office helps identify funding sources from corporations and foundations, assists in outreach to these institutions, and in developing proposals. Faculty can join their mailing list to receive notifications of calls for proposals.