Arts & Sciences Faculty Financial Resources
New Faculty Orientation
September 8, 2017
FACULTY RESEARCH ALLOCATION PROGRAM (FRAP)

The Faculty Research Allowance Program (FRAP) provides limited research funds for Arts and Sciences full-time faculty in professorial and lecturer ranks. Through the use of a special purchasing card (the FRAP Card) the program allows faculty members to charge directly for the following types of research-related expenses:

- Travel expenses
- Conference registration
- Manuscript preparation
- Equipment purchases
- PDA purchases

In addition, the FRAP Program will cover hotel room charges related to professional or research trips. These cannot be charged on the FRAP Card, but can be reimbursed to faculty with appropriate documentation.

The amount of FRAP funding available to faculty is determined by rank:

- Professorial rank faculty on multi-year appointments -- $2,400
- Visitors, lecturers and faculty on single-year appointments -- $1,060

Tenured faculty who take the TFRP cash option during the academic year are not eligible for FRAP during that year.

The complete FRAP guidelines, policies and procedures, including a list of eligible and ineligible purchase, are available from your DAAP or from the EVP's Finance Office, 612 West 115th Street, 7th floor.

If you have any questions or need more information regarding FRAP, please contact Kathy Maqsudi, Manager, at KM3052@columbia.edu or at (212) 854-9855.
TENURED FACULTY RESEARCH PROGRAM (TFRP)

The Tenured Faculty Research Program (TFRP) offers tenured faculty annually the equivalent of one-ninth of their academic year salary. Alternatively, the TFRP allocation may be used either toward a paid leave with salary or for research assistance.

The 2017-2018 application form can be downloaded from the Arts & Sciences website: http://fas.columbia.edu/frequently-requested-forms

If you have any question or need more information regarding TFRP, please contact Joseph Werst, Director, Academic Appointments and Payroll, at jw19@columbia.edu or at (212) 854-6110.
FACULTY/STUDENT INTERACTION DINNERS (FSID)

The Faculty/Student Interaction Dinner program facilitates informal communication between full-time faculty members and undergraduate students in their classes. Arts and Sciences faculty members holding a full-time appointment at the rank of Lecturer in Language, Assistant Professor, Associate Professor, or Professor are eligible to host a lunch or dinner funded by the Office of the Executive Vice President. To help foster informal relationships between faculty and students, the maximum number of students that can attend any one meal is 15; the majority of the students attending must be undergraduates. If the class exceeds 15 students, the faculty member can host additional meals in order to accommodate all students in the class. The meals may take place at either the faculty member’s home or at an on-campus site (found by the faculty member).

All meals must be scheduled and arranged through the Office of the Executive Vice President. A faculty member wishing to schedule a lunch or dinner should complete the FSID Order Form and provide the list of attendees. Both of the forms are available on the Faculty of Arts & Sciences website: http://fas.columbia.edu/faculty-student-interaction-dinners. These should be returned to Qamar Said at 612 West 115th Street, 7th floor, or by email at qs2001@columbia.edu, or by fax at 212-854-5834.

For more specific guidelines regarding the FSID programs, as well as the list and menus of participating restaurants, please visit the website as well, or contact Qamar Said (854-6109, qs2001@columbia.edu).
A&S Information Technology

Arts & Sciences IT (ASIT) currently provides on-site desktop and laptop support for all Arts and Sciences faculty and departments that are not covered by their own IT staff. Assistance is provided by appointment on a first come, first served basis. When requesting assistance, please indicate times you might be available at your computer for help. Upon receiving your request, ASIT will contact you as soon as possible, the same day in most cases, to set up an appointment.

In addition to desktop support, ASIT will also provide guidance on hardware purchases and configurations, security protocols and data storage options. For a complete list of services provided by the ASIT team, please refer to the ASIT website at http://www.columbia.edu/cu/fds.

To set up an appointment for assistance, please contact ASIT at asit@columbia.edu (preferred) or at (212) 854-0702.

Please be sure to visit the ASIT table, and meet Jai Kasturi, Director of IT for A&S, at the Resource Fair.
COMPUTER REPLACEMENT PROGRAM

The Computer Replacement Program was established to ensure that continuing faculty have a working computer for their instructional and administrative needs. While incoming, multi-year faculty receive an allocation for a new computer when they arrive at Columbia, the Computer Replacement Program is intended to refresh the hardware on a regular four-year cycle. Continuing faculty can apply for computer replacement funds of up to $1,300 if they can demonstrate that they have not purchased another computer with Arts & Sciences funds (e.g., FRAP, research funds, start-up funds) during the prior four academic years.

For more information about the program and a Computer Replacement request form, please contact Marisa Nunez, Assistant Director, Budget Operations, at MN2294@columbia.edu or at (212) 854-6080.