

Colloquium Dinner Expense Policy

Here is our revised policy on reimbursements for colloquium dinners.

While the changes from the past policies are modest, in the past we have not always followed the official policies! Given our current financial difficulties we must now follow them. We want to encourage department members, especially students, to go to dinner with colloquium visitors, but there is a limit to what the department can subsidize. For a given dinner, the dept will help pay for a maximum of 6 people, including the guest speaker and the host. While one reason for limiting the number of people is to reduce department spending, another is that this allows everyone to actually talk with the guest during dinner!

Subsidies:

Speaker (full cost)

Host (full cost)

Faculty (up to \$10)

Post-docs (up to \$20)

Graduate students (up to \$30)

The host is responsible for organizing each dinner. If more than 6 people wish to go, either:

1.) the host will decide who should go, giving preference to those students and post-docs who share a research interest with the visitor, or those who have not attended many dinners.

OR

2.) more than 6 people in the subsidized categories can go to a dinner, and in this case, either the extra people pay for themselves, or the department subsidy can be split among all the eaters. It is up to the host to make these decisions. (Making such tough decisions is one reason the host gets a free dinner!)

Last updated: 7/31/09 JDK