



HOPE COLLEGE

OFFICE OF THE PROVOST

August 18, 2004

Dr. Herbert L. Dershem
Department of Computer Science
Hope College

Dear Herb:

The purpose of this communication is to formalize your appointment as Interim Dean for the Natural Sciences. The following will outline your responsibilities and compensation for this position.

The appointment will begin on January 1, 2005 and continue until the appointment of the new dean, anticipated to be July 1, 2005. If for any reason it appears that it will be necessary for you to continue in this position beyond July 1, 2005, we will meet and discuss the possibility of an extension.

Responsibilities:

- In the fall semester of 2004 you will meet periodically with Jim Gentile to gain background knowledge in the operation of the Dean's Office. This will also include meeting with each of the departments in the Natural Sciences Division. I would also like to invite you to attend any of the Deans' Council meetings you would like to attend. We normally meet on Thursdays from 8:30 to 10:30 a.m. in Science Center 2002.
- From January to April of 2005 you will serve jointly with Jim Gentile in the dean's role since he will move to half-time as of January 1, 2005. During that time you will handle scheduling, budget preparation, capital equipment requests, grant review (share with Jim), and the normal daily duties of the dean's office. I would like you to attend the Deans' Council meetings during this time period.
- From May 1 to June 30 you will serve full-time as the Interim Dean and fulfill all the normal responsibilities of the dean.

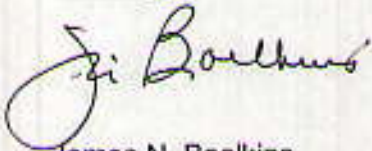
Compensation:

- For January, February, March and April of 2005 we will add \$1,000 per month to your current salary.
- You will have a one course (4 credits) reduction for the spring semester of 2005 for serving as the interim dean.
- For May and June we will compensate you \$10,000 per month (this is over and above your current contracted salary for 2004-05).

Herb, President Bultman and I are very pleased that you are willing to assume these important responsibilities. Given your long history with the college and the respect you have from your colleagues, we are confident that you will do this well. I look forward to serving with you and to supporting your efforts.

If you are willing to accept this position under the terms described above, please sign below and return one copy to my office.

Cordially,



James N. Boelkins
Provost

cc: James E. Bultman
Barry L. Werkman
Lori L. Mulder

I accept the appointment as Interim Dean for the Natural Sciences at Hope College on the terms and conditions set forth in this letter. No other representations, oral or written, have been made to me.

Date

Signature



HOPE COLLEGE

OFFICE OF THE PROVOST

April 4, 2005

TO: Herb Dershem
FROM: Jim Boelkins
RE: Extension of Appointment as Interim Dean for the Natural Sciences

This memo will serve as an addendum to my letter to you dated August 18, 2004 regarding your appointment as Interim Dean for the Natural Sciences.

To confirm our email conversation today, since Moses Lee will not officially start his service as dean until August, I am extending your appointment as interim dean through July 31, 2005. Your compensation for the month of July will be the same as for May and June (\$10,000 per month).

Thanks, Herb, for being willing to continue in this capacity for an additional month!

pc: James E. Bultman
Barry L. Werkman
Lori L. Mulder