

College of Arts, Sciences & Education

Policy on Academic Year Course Buyout

General Policy

Teaching assignments for Arts, Sciences & Education faculty may be reduced by the use of buyout at a rate of 18% of the 9-month salary plus benefits per course from grant funds. So that departmental teaching requirements may be given due consideration, requests for course buyout are not granted automatically, but must be approved by the Department Chair and the Office of the Dean. The Department Chair is responsible for assigning teaching coverage for each course bought out before the start of that semester.

When the grant is awarded, the contractual salary savings generated will be transferred to a separate account for use in covering the department's teaching obligations and to reinvest in the research enterprise. This contractual salary savings will be sequestered and not subject to budgetary cuts for up to two years. The contractual salary savings will be dispersed as follows:

- Teaching replacement will be funded at no more than the overload rate of \$4,000/course plus benefits.
- 10% of the buyout (after paying the teaching cost at the overload rate) will be made available as a discretionary fund for use by the faculty member;
- 10% of the buyout (after paying the teaching cost at the overload rate) will be made available as a discretionary fund for use by the department to be reinvested in the research enterprise;
- 10% of the buyout (after paying the teaching cost at the overload rate) will be made available as a discretionary fund for use by the school to be reinvested in the research enterprise;

Faculty and staff who wish to participate in this program must meet the following criteria:

- Be supported on E&G salary dollars
- Buy out a portion of their academic year salary from the contract or grant
- Support students through the contract or grant
- Normally, faculty will teach at least one course per academic year, can buy out of the remaining courses following this policy.

Example: A two-course reduction for Dr. Doe, who has an academic year (9-month) salary of \$60,000 would cost 36% or \$21,600 plus \$6,322 for benefits for a total of \$27,922. After paying the teaching cost of an overload rate of \$8,000 (\$8,600 with benefits), the faculty member would get a 10% discretionary amount of \$1,932 which can be used for research related purposes, there would be \$1,932 available at the discretion of the Department Chair and \$1,932 available at the discretion of the School Director.