



EAS Policy: EAS-FAC-004

Subject: Course Offloads and Buyouts from Funded Research

Effective Date: February 21, 2013

Supersession: March 10, 2012, March 12, 2004

Approved: R. Dandapani, Dean

Introduction:

In order to encourage research funded by grants EAS will allow reduced teaching load by allowing course buyouts. This policy identifies the monetary requirements for such buyouts and the distribution of salary savings.

Policy:

For those faculty members with internally or externally sponsored contracts that fund course offloads during the academic year, a 3-credit course may be bought out at the rate of 10% of the nine month salary (“course buyout amount”) plus any overhead expenses such as benefits and indirect cost recovery monies (if appropriate). Such offloads are subject to the approval by the department chair and the dean. The number of courses bought out will be restricted by the college Workload Policy.

The net difference between the course buyout amount and the associated instructional costs (determined by discussions between the chair and dean) shall be divided as follows: 40% to the originating department and 60% to the college.

For those faculty members with contracts that do not provide adequate funding for course offloads, occasional exceptions to this policy are permitted with the approval of the department chair and the dean. Appropriate examples include internally-sponsored grants with small budgets or substantial grants not funding academic year offloads. In these cases the grant should typically provide the funding for an offload (for example by using the Principle Investigator’s ICR dollars), and such funding should at least cover the instructional replacement costs which may include instructor salaries, benefits and other monies.