

CHAIR GUIDELINES FOR BUYOUTS

Introduction

Increasingly, faculty have wanted to use grant funds to buyout their teaching load. Clearly the chair's role is to determine what is best for the department balancing the need to increase grant and scholarly activity with the need to have faculty teach our students. The following are some guidelines for chairs in interacting with faculty wishing to buyout part of their teaching load. The main problem has been when faculty have been given release time by chairs then use partial buyouts 25% or 33% to buyout additional courses. The Dean's office can work with you on this and other grant issues.

1. PT rates cannot be used to buyout teaching loads on external grants.
2. Buyouts of less than 100% should not result in complete release from teaching.
3. Buyouts of less than 100% do not guarantee reduction in teaching loads. For example, if a chair has provided release time for faculty to help develop grants and scholarly activity or for administrative duties, writing into a grant a 25% release time may only result in receiving the same release time as previous semesters. This is also true of cost share where cost sharing 25% of faculty time usually results in no additional release time for faculty.
4. Buyout funds from grants (which include % of salary plus fringe) are returned to the Dean's office and funds returned to departments are usually at the PT rate.
5. Instead of buyouts, chairs might suggest applying for graduate/undergraduate student support, post doctoral support, or technical support.
6. Faculty might use grants to fund Summer I/Summer II salary.