

06 January 2022

To: COS Department Chairs

From: Dr. David Silva, COS Dean



RE: Faculty Research Time Buyout Policy

Faculty are allowed to buyout their research time during the academic year. Research buyout is allowed only with approval from the Department Chair/School Director and the Dean. Note that the fringe benefits associated with the percent effort will also be expended from the grant with this buyout. With a research buyout, there is no course release. Faculty are expected to teach the courses as assigned in their workload agreement.

Lapsed salaries resulting from the buyout will be distributed 50% to the College and 50% to the department. This funding will roll forward at year end as designated funds and can be used in accordance with normal fund rules, but Chairs are discouraged from excess accumulation of these funds. The department Chairs may determine what percentage of the departmental distribution, if any, will be allocated to the faculty member for their use and whether faculty allocations will roll forward at the end of the fiscal year (August 31st).

Department chairs can work with the Associate Dean for Fiscal Administration to determine which cost center within their department will be used for collection of these funds. Transfers should be made soon after eForms are processed to secure the funding for future use.