

Procedure for Course Buyouts

Procedure Title: Course Buyouts

Department Responsible: College of Education

Contact Person and Title: Department Chair and College Dean

Procedure: Faculty members are free to buy out of their teaching obligations in order to pursue grant and contract projects. Once a faculty member opts for a course buyout, the monies released from the buyout are used to pay for coverage of their assigned course by an appropriately credentialed temporary/adjunct instructor. Once that cost is met, the remaining balance will be redistributed as follows: 1/3 to the Dean's Office to support college operations; 1/3 to the department to support department level operations; and, 1/3 to the faculty member. The money returned to the faculty member will be kept in a tax-free professional development account with a carry-forward privilege, which allows a faculty member to accumulate monies over time to use on larger scale initiatives, such as supporting students or going to international conferences. The buyout distribution will be made at the end of the applicable semester.

What Policy is Connected? UA Faculty Handbook, Chapter 3, Section VIII

Scope: College of Education Faculty