Teaching Buyout Policy
January 2018 Update for Review by PH Executive Committee

When faculty have substantial research funding in the form of salary support, under some circumstances they may “buy out” of one of their 2 required courses. Buyout should not be considered an entitlement; Department Chairs will consider individual requests, but this option may be exercised infrequently. Faculty may not buy out of a required or highly subscribed selective course unless they are teaching two such courses. In this case, the Department Chair shall consider the availability of other faculty to cover the course that is the subject of buyout, and make a recommendation regarding this matter to the Associate Dean of Faculty Affairs and the Associate Dean of Academic Affairs. If there is agreement, their decision will be final. Otherwise, the final decision regarding which course will be “bought out” will be made by the Dean.

Conditions for “buying out” of a course.

1) At least 70% of the 10 month academic year salary is projected to be covered by external sources. To be compliant with NIH effort certification, a faculty member must buy out of a course if his/her research effort exceeds 90% during the semester in which he/she is teaching.

2) Buyout must be confirmed with the Associate Dean for Academic Affairs by the preceding March 15th for a fall semester course and by the preceding October 25th for a spring semester course. These deadlines are strict so that there is an opportunity to either cancel the course or to arrange for an alternate instructor.

Price of Buyout

- Because it will sometimes be necessary to retain teaching replacements, faculty who buy out of a course will have their GIP earnings reduced by $10,000.

- If the course will not be offered, the School will retain the $10,000 for course expenses.

- If the course will be offered, $10,000 will be transferred to the Department, which will be responsible for identifying and paying an ad hoc instructor to teach the course.
  
  o If ad hoc instructor expenses are less than $10,000, the Department will retain the balance