



## FACULTY BUYOUT GUIDELINES

In order to further the research and sponsored programs mission of UMass Boston, faculty members may from time to time, with the approval of the department chairperson and dean, obtain external funding to buy out a portion of their time. Although this advances the mission of the university by reassigning faculty time to important research projects, buying out of instructional duties is not a faculty right and can only be done with the approval of the Department chairperson and the dean. Faculty course buyouts by sources external to the university will follow these guidelines:

- Faculty members who are not on a sabbatical or another approved leave are required to teach at least one course each academic year and cannot use external funding to buy out all of their teaching responsibilities in a given academic year.
- The amount of the faculty member's salary and benefits to be bought out by the grant or contract is based upon the percentage of time that is being reassigned, and not based upon the cost of temporary replacement faculty members who may need to be hired.
- External funds must provide at least one-sixth (17%) of a faculty member's nine-month academic salary (0.17 FTE) for each course that is to be bought out. It is important to note that buyout for a faculty member is calculated over a nine-month academic salary year.
- At the time a proposal for a sponsored program is developed, the faculty member must negotiate the arrangement for a course buyout with the department chairperson who will seek the approval of the dean. No faculty member will be allowed to buy out of teaching responsibilities if the buyout will compromise the department's ability to deliver its academic programs.
- Because academic program needs can change between the submission of a proposal and the award of funding, the department chairperson retains the right in emergency situations to modify the faculty member's course buyout arrangement in order to meet departmental obligations. It is the responsibility of the department chairperson and dean to ensure that teaching needs can be met with the remaining faculty members or with temporary faculty members who may be hired during the term of the faculty member's buyout.
- Faculty members are not allowed to buy out time for the pursuit of activities that may be detrimental to the reputation of the university or that may compete with the mission of the university.