



UTSA[®]

The University of Texas at San Antonio[™]

KCEID Business Service Center

Faculty Buyouts

Course Buyout

- Faculty must teach a minimum of two 3 SCH courses/academic year or one 3 SCH course per semester (not including summer semester) with course buyout.
- With the approval of the Department Chair/School Director and the Dean, a course buyout will be allowed at a minimum of 20% of a semester salary or 10% of a 9-month salary.
- Note that the fringe benefits associated with the percent effort will also be expended from the grant with this buyout.
- All documentation for the course buyout must be approved and processed by the Business Service Center at least 1 semester (4 months) prior to the semester that the faculty is assigned the course.

Course Buyout

- Table below shows the cost associated with each course buyout.

Semester Credit Hour (sch) / No. of Courses / Sections	Minimum Semester Salary
1-3 sch / 1 course / 1 section	20 % + fringe
4-6 sch / 2 courses / 2 sections	40 % + fringe

- With the course buyout, all salaries released will be returned to the college for college-related initiatives.
- If the course released needs to be taught, the department chair can request budget for a Fixed-Term Track A faculty to cover the course. The current rate for a Fixed-Term Track A is \$5,000 per course. This rate will be reviewed and adjusted each year.

Course Buyout

- Faculty members who bought out courses are expected to have an increase in their research productivity.
- Expectations regarding publications, grant applications, intellectual property, research administration and student mentoring metrics need to be increased.
- As a result, the workload agreement for that semester/academic year will be adjusted to reflect changes in teaching and research efforts.
- With the exception of approval from the Dean, there is **NO** course buyout for fixed-term faculty members since their teaching loads are specified in the faculty's appointment contract.

Research Buyout

- Faculty are allowed to buyout their research time. 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 research buyout, there is no course release.
- Faculty are expected to teach the courses as assigned in the workload agreement.

Research Buyout

- With the research buyout, all salaries released will be distributed as per the table below.

	Research Buyout Distributions		
GRA Supported @ \$30,000 or more	0	1	2 or more
College	45 %	35 %	25 %
Department	45 %	35 %	25 %
Researcher	10 %	30 %	50 %

- All monies distributed will need to be expended by the end of the FY. These expenses can be in the form of lab supplies, equipment, and/or salaries (student, staff and faculty).

Questions?