

Research Policy Reminder Sheet (Academic Year 2012-2013)

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Introduction

This handout provides a succinct overview, rationale and guide of key research policy points for AY 2012-2013. It is the result and reflection of intensive discussions between the both tenured and non-tenured faculty and the administration in AY 2009-2010 in what we expect to be a continuing process.

Buyouts

Buy-outs consist primarily of using grant money to obtain additional time in order to comply with research responsibilities reflected in the budget of grants. Buy-outs can be of service or teaching duties and must be approved by the Dean of the College.

Service and Field

Only tenured faculty can buy out service (committee) time. There is no limit to how much they can buyout of this work. Non-tenured faculty generally cannot buy out service time because service is one of the criteria for promotion. However, some reduction in field service may be possible in a case-by-case basis with a buy-out from grant funds. Once approved by the Dean the Field Director must find a suitable replacement.

Teaching

For teaching duties, the same policy and rationale applies and non-tenured faculty may buy out one course per semester of their teaching load from grants. The buy-out rate is 16.5% per course or committee assignment calculated on the base of the faculty member's 9-month salary. The rationale for this percentage is that it is approximately the average rate for research social work university colleges or departments. It also reflects the GCSW and university's calculation that classroom and preparation time for a course is between 6.6 to 8 hours per week. However, for non-tenured faculty, the buy-out rate may be reduced on a case-by-case basis determined by the amount of the grant received. The rationale of this policy is to support non-tenured faculty by the provision of a flexible buyout policy that will allow them to reduce their teaching load.

Summer Research

Faculty can earn up to 3 months of a 9 month salary over the summer. A faculty member who is paid 100% of summer salary from a research grant cannot offer to teach a course in the summer. A combined effort of teaching and research in the summer cannot exceed 3 months of a 9-month salary.

Overloads/Additional Compensation (only applies to 9 month assignment)

Additional compensation cannot be paid from research funds. Faculty cannot receive any overload or additional compensation unless he/she is teaching and/or being paid by Continuing Education or Distance Education. Staff, not paid from a grant cost center, may, however, receive these payments on a case-by-case basis on approval of the Provost.

Travel Reimbursements from a Grant

A faculty cannot go over the per diem set by the University for reimbursements from grants. If this occurs, the difference can be made up by a research center's IDC upon the Director's approval.