

DCP FACULTY SALARY SAVINGS AND COURSE BUYOUT POLICY

Salary Savings

The College recognizes that when state funded faculty are paid from externally funded research grants during the 9-month academic term appointment or 12-month annual appointment, it creates a salary savings. Only savings from the redistribution of faculty salary from state to grant funds will be available for the faculty member's use.

The salary savings will be available to the faculty member in OPS or expense categories, unless it will be used to cover summer salary. All expenditures must be research based and must adhere to the state funding guidelines (i.e. no food expenditures allowed). These funds will need to be used by the end of the fiscal year in which the savings occurred or will be placed in carry forward to be used by the end of the following fiscal year in which the savings occurred.

A faculty member requesting salary savings must submit a plan that outlines the expected savings and proposed research expenditures to the Unit's Director/Chair for approval at the beginning of the term or as soon as the grant is awarded.

Final plan will be reviewed by College's Business Manager before implemented. Salary savings plan will be managed by the unit's Office Manager.

Course Buy Outs

A faculty member may request a course buyout, however the Unit's Director/Chair must receive the request at least one semester in advance of the requested course buyout. Decisions about course buyouts will be made on a case-by-case basis by each Director/Chair. It is expected that the minimum amount required to buy out of a course will be 1/8 (12.5%) of the faculty's academic year (9-month) salary.