

University of Denver  
Division of Natural Sciences and Mathematics

## Teaching Buyout Policy

While the mission of the University is teaching, service and research (scholarship), faculty presence in the classroom is a central priority. The Division realizes, however, that unique opportunities arise where a faculty member's scholarly work is best served by the opportunity to devote close to 100% of their time for a specified period to their research. This policy governs the manner in which faculty may 'buy out' of their teaching responsibilities using compensation from funded grant(s) that support that research effort.

- Teaching buyouts are available to appointed faculty.
- All teaching buyout requests must first be approved by the department chair and then by the dean. The application form for teaching buyouts is attached and will eventually be posted on the NSM website (<http://www.nsm.du.edu/policies/buyouts.htm>).
- Teaching buyout requests will be considered only in cases where doing so will not result in hardship for the department and/or division.
- Faculty may buyout of one quarter of teaching based upon:
  - a. Departments of Biological Sciences, Chemistry & Biochemistry, and Physics & Astronomy: 1/6 of the nine month appointed salary per course.
  - b. Departments of Geography & the Environment, and Mathematics: 80% of 1/6 of the nine month appointed salary per course.

The minimum amount for such buyouts cannot be less than 120% of the applied adjunct rate.

- All buyout contributions will be initially returned to the division to address divisional teaching needs. Any unused funds will be distributed to the contributing departments on a negotiated basis.
- Faculty requesting a teaching buyout must submit the Teaching Buyout Request Form to the department chair, and the chair's recommendation must be forwarded to the NSM dean by no later than March 1 of the preceding academic year. In the case of unanticipated and extenuating circumstances, the buyout arrangement may be rescinded by either the department chair/dean or the faculty member at a later date but by no later than June 1<sup>st</sup> of the preceding academic year.
- As service duties to the department/division/university and supervision of student personnel in the faculty member's research group are still expected during buyout quarters; any time away from the University during the quarter (including final exam week) should be approved by the department chair and dean.