



OFFICE OF THE DEAN
College of Natural Resources
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Memo

To: College of Natural Resource Faculty

From: Dean Becker, College of Natural Resources

Date: November 1, 2020

Re: CNR Teaching Buyout Policy

The purpose of this memo is to establish direction per the conditions under which buy-outs of teaching may be considered in the College of Natural Resources. The intention is that this policy will increase transparency and equity of approved plans, and provide incentive for faculty to increase research productivity. Teaching is a fundamental responsibility of all university faculty, and as such any approved plans must not diminish our instructional mission.

Teaching Buy-Out Policy:

- Eligibility is limited to faculty and instructors funded from qualifying sources such as General Education dollars from the State of Idaho.
- Faculty pay 4.1% of annual salary plus corresponding fringe per course credit hour.
 - Example: 3-credit course buyout, regardless of size, requires 12.3% of faculty member's annual base salary, plus corresponding fringe on that portion of salary.
- Faculty may buy out of an undergraduate or graduate course up to two times consecutively.
 - Example: faculty member teaches NR 100 every spring semester; faculty member may buy out their instruction of NR 100 for up to two consecutive spring semesters.
- Funds must originate from a qualifying research grant or agreement. Start-up funds are not allowed.
- Overload pay to a faculty member is not allowed. Funds will be transferred to the College of Natural Resources to be used at the dean's discretion.
- Up to 50% of a faculty member's teaching responsibilities may be bought out annually as documented in the position description. Department head approval is required for greater than 50%.
 - Example: Faculty member's PD states 40% for teaching and advising; faculty member may reduce their teaching responsibilities by up to 20% on their PD for that academic year.
- Proposals must include plans for instruction backfill developed in consultation with corresponding department head(s).
- Applications considered twice annually on September 1 and February 15 for the following semester(s).
- This policy shall remain in effect for five years from date of signature, unless updated or revoked earlier upon review by the dean.