



## POLICY ON THE USE OF RESEARCH STIMULATION (RS) FUNDS FOR ASSIGNED TIME

The intent of this policy is to allow faculty to have release from teaching – assigned time for scholarly and creative activities – to the benefit of their research programs and their attempts to acquire external funding. This policy will be in effect for one academic year (effective October 5, 2018) with the possibility of renewal annually based on the budget situation at that time. This policy is based on the current budget situation and does not set any precedence for future RS-funded assigned time. RS-funded assigned time is typically requested as 3 WTU/semester or 6 WTU/year but greater and lesser amounts may be requested.

RS-funded assigned time will be charged at \$4000/WTU for the first 3 WTU/semester and the grant buy-out rate for additional assigned time above 3 WTU/semester.

Allocation of RS-funded assigned time must be requested and approved by the Department Chair and College Dean prior to the start of the semester in which the faculty member will receive the assigned time.

All requests for RS-funded assigned time are subject to the availability of funds and the discretion of the Department Chair and College Dean.

RS-funded assigned time will be charged at \$4000/WTU for the first 3 WTU/semester and the grant buy-out rate of 1/24 of salary + benefits for additional assigned time above 3 WTU/semester (e.g., \$6012/WTU for faculty with annual salary of \$96,000).

1. This policy is not intended to replace teaching buy-out from grants and contracts. A faculty member whose grant budget includes buy-out (or has unspent salary allocation sufficient for buy-out) must access those funds first.
2. A faculty member with or without an external research grant may request assigned time funded from their RS account
3. A faculty member without a grant, who receives 3 or more WTUs of RS-funded assigned time in 1 semester, will be required to submit a full proposal for external funding within 6 months of the end of the assigned time period (or longer if approved by the Chair and Dean).
4. In special cases, at the discretion of the Dean and Chair, a faculty member may request more than 6 WTU/year of RS-funded assigned time.
5. In special cases, at the discretion of the Dean and Chair, a faculty member may request to consolidate their RS-funded assigned time into 1 semester.

Approved by CDC and Dean, CNSM – October 5, 2018.

Note: RS-funded assigned time cannot be used to accrue S-factor assigned time.

*Amendment approved by CDC and Dean, CNSM – March 12, 2019.*

*Amendment approved by CDC and Dean, CNSM – September 15, 2020.*