

UNIVERSITY OF WINDSOR POLICY ON COURSE BUY OUTS

May 1, 2018

At the discretion of the Dean, following a recommendation by the AAU Head, faculty members may use externally funded grants, research leadership chairs, contracts and endowed chairs to “buy out” courses they would otherwise teach as part of a regular teaching load, with the following provisos:

1. Any activities that are the source of funds for such a buyout must be in keeping with the collective agreement's policies on a faculty member's primary responsibilities and outside activities (Article 5:07 and 5:36).
2. Faculty must teach the required minimum number of 2 courses per teaching year, except when they are on sabbatical or unpaid leave (Articles 17 and 20).
3. The minimum charge to buy out a course is \$16,717.75. This amount will be reviewed annually.*
4. The Dean may consider the overall cost of the loss to the Faculty in respect of the replacement of a full-time faculty member in her/his decision on the charge for the course buyout. In such cases a higher fee than the minimum is permitted.

In any Faculty, the cost of buying out a course is expected to cover not only the cost of hiring an instructor to teach the course, but also the work and dislocation involved in hiring the instructor, arranging schedules, consulting with heads and deans, *etc.*

*Course buyout cost adjustments are effective May 1, 2018, and will increase annually, on May 1 of each year, by the same percentage as part-time sessional contracts (i.e. if the sessional rate for one course increases by 2%, so too will the cost of course buyouts).