EHHD course buy-out policy

Effective January 1, 2014, the following policy will be in place for course buy-outs related to grant activity in the College of Education, Health and Human Development:

There are two scenarios, 1) pilot/internal grant and 2) full/external grant

1. **Pilot/Internal grant** – this is a grant where the intent of the funding is to provide pilot/preliminary data or proof of concept that will lead to a larger grant application. These grants may be internal to MSU, for example, through EHHD pilot grants or VPR/Provost funds.

Under this scenario, faculty may buy out of a maximum of one course per semester for a maximum length of two semesters at the course replacement cost.

2. **Full/External grant** – this is a grant where the intent is to carry out a full project. These grants will be from external funding sources, such as foundations or the federal government.

Under this scenario, faculty may buy out of a maximum number of courses to the point that they are teaching at least one course per semester. There is no maximum length of time for this buy out. Buy-out will be based on workload. For example, under a 30 credit per year workload with 50% teaching, a 3-credit course buy-out will be 10% of AY base salary plus benefits, or replacement cost, whichever is more.

In all cases, there must be sufficient funds in the grant to cover proposed costs.

There may be exceptions to the above policy on a case-by-case basis.