

Release Time Grants Policy

The goal of the release time policy is to grant faculty members additional flexibility in using their time for teaching, service and research-related endeavors. The general policy will be to maintain the department's overall semester credit load productivity as indexed by teaching load credits, and to use any "surplus" generated to grant individuals some release time from teaching.

A limited number of release time grants will be awarded on a case-by-case basis out of the Chair's office in consultation with the Executive Committee, and will not be given automatically to any member of the department. Criteria for such awards may include: recruitment of new (incoming) faculty; undertaking significant administrative duties; initiation or completion of research and creative projects; personal needs, emergencies and exigencies; matching extramural opportunities for time away from the University such as with a Fulbright Award; progress toward promotion; and previous teaching load credit generation. Ordinarily the courses released will be smaller, graduate level classes. Our expectation is that any faculty member receiving such a grant will return to full time teaching for at least one full semester after receiving it. We also require that any faculty member receiving this grant maintain his or her graduate advising responsibilities during the release time period.

Faculty will be requested to apply for release time on December 1 for the following academic year through a letter to the Chair outlining goals and why an award would be justified.

For 06-07, the first year that this policy will be in effect, releases will only be granted for the Spring 07 semester, and requests are due on May 15, 2006.