Faculty Leaves and Awards

Per HOP 2-2210, there are two major types of faculty leave: 1) leaves without pay and 2) leaves from the instructional budget.

Leaves Without Pay:

Leaves - Academic (LWOP)
- When faculty are on 100% leave without pay from UT for research/professional/academic reasons for a period of greater than 30 days

Unpaid Time Off
- When faculty are on leave from UT’s payroll for personal reasons OR when the LWOP is part-time and/or fewer than 30 days.

Leaves from the Instructional Budget:

Release from the Instructional Budget (RFIB)
- Situations where tenured or tenure-track faculty are paid some or all of their salary from UT accounts other than ‘faculty salaries’

Course Buyout
- When faculty wish to reduce their teaching load by paying a portion of their salary via a grant or other non-instructional account; a type of RFIB

Faculty Research Assignment (FRA)
- Awarded by COLA and OGS, affords faculty 1 semester course release and is paid 50% by OGS. Comes with return rule

Could be either/both:

Supplemental College Research Fellowship (SCRF)
- Awarded by COLA, pays up to 50% of faculty’s salary as a supplement to an awarded fellowship. Comes with return rule

Additional Research Awards:

Summer Research Assignment (SRA)
- Awarded by OGS, pays 2 months summer salary. Comes with return rule

College Research Fellowship (CRF)
- Awarded by COLA, affords faculty 1 semester course release for research project. Comes with return rule

Other Leaves & Related Processes:

Modified Instructional Duties
- Used to appoint faculty member temporary alternative work to release faculty from teaching

Faculty Sick Leave

Policy Links:

HOP 2-2210: Faculty Leaves and Special Academic Assignments
Provost Office Leaves Information

Viewing Leaves in CLASP:

1. Log into CLASP.
2. Click on the relevant fiscal year from the main CLASP web view (or use the Find tool).

3. Click on the “Faculty” tab.

4. Click on “Leaves” tab.

5. You will see the list of leaves & awards for that dept/fiscal year including leave status, and other basic information.