Provost Grant Application: Stipends, Buyouts and Overloads

**Buyouts, Overloads and Stipends:** In certain situations, you may be eligible for a buyout, overload, or, in rare cases, a stipend, when doing a course that contains immersive or undergraduate research components. As instructors, load change options may include:

- Creating a new course in exchange for one that you were scheduled to teach (a one-for-one swap, no compensation)
- Adding a new course to your current teaching load and receiving compensation
- Taking on additional prep or co-teaching responsibilities in order to implement or assist with an immersive learning project.

If immersive learning components are planned for a course that would have been a part of your normal teaching load, you are not eligible for a buyout or compensation because that course was already a part of your teaching commitment.

*Please note, the following definitions are general guidelines. Procedures can vary by college, department and the number of students. Please consult with your department chair or school director when planning potential load changes. Certain policies, such as compensation guidelines, can override each other depending on the situation.*

**Buyouts** - When you receive permission to teach a new course in place of one already in your load, a “buyout” can occur. In this arrangement, funds from outside of your department “buys” another instructor’s time to teach your course. A buyout is equal to 1/8th of the requesting instructor’s salary and is paid directly to the instructor’s home department to cover the cost of teaching the class. How teaching assignments are made and how buyout funds are spent is left to the discretion of the department chair/school director. The requesting faculty member receives no compensation in this scenario but gains “time” in their schedule to pursue the special course offering or project. Both contract and tenure track faculty can request a buyout.

**Stipends** - In rare cases, instructors engaged in immersive learning or undergraduate research projects could be eligible for a stipend. Standard prep work for a class already is in your teaching load, is part of the job, and additional compensation is not allowed. If a faculty member is doing something above and beyond standard course prep or if a faculty member is assisting with a project for which they are not the instructor of record, stipend requests can be made and reviewed by the Provost on a case-by-case basis.

**Overloads** - An “overload” occurs when a faculty member receives permission to teach a course on top of the load that instructor is already teaching. Overload compensation is paid directly to the requesting faculty member and is typically $2,000 per class, but this amount is negotiable depending on the college and the number of students involved. The Provost reviews all overload proposal and compensation requests. **Contract faculty** are eligible for overload pay from their home department. Up to two overloads can be granted in a given semester as long as the second overload is paid by a funding source outside of the home department and the instructor has not exceeded compensation policy limits. **Tenure track faculty** are eligible to take an overload depending on their class load. If the faculty has been granted release time for research, they cannot request an overload, but those who have administrative release time can request an overload in most situations. Overloads for tenure-track and tenured faculty require the permission of the Provost.
As a final note, employees are limited by the amount of compensation they can earn during a given period. For more information, see Ball State’s Supplemental Compensation Policy.