



Banked Hours to Support Research Pilot Program

The College of Science and Technology has developed a pilot program to broaden the use of banked hours to include an opportunity for faculty to acquire funds to support their research efforts. In the pilot program, faculty will be afforded an opportunity to request up to \$1000 of research support per three banked hours from teaching graduate courses per Tarleton Rule 12.03.99.T1.

1. Compensation will be \$1000 and must be approved by the Department Chair and College Dean.
 - a. Request for direct financial compensation cannot be used for faculty salary of any form (overload nor summer salary).
 - b. Student salary is permissible for research purposes.
 - c. Travel, research supplies, publication costs, conference registration, research related equipment, etc. are acceptable expenses.
 - d. The request for financial compensation must include a detailed plan of how the compensation will be used (1-2 page max plan plus a budget summary).
 - e. Faculty will not be allowed to use the compensation funds to accrue large account balances, unless justified by the need to acquire big expense items – large instrument purchases, instrument repairs, international conference travel, etc. Justification for this must be included in the request for funds.
2. No more than one request per year for research funds will be considered. Requests must be submitted to the department head in one of three submission windows during the academic year – August, January, and May of each academic year.
3. This will be a three-year pilot study to judge the effectiveness and impact of the program. The amount of the compensation and the number of required banked hours for requesting funds is subject to change. Any changes will be announced at least 12 months prior to implementation.

Definitions:

Relevant section from Tarleton Rule 12.03.99.T1 Section 3.4.1: Full-time, tenure-track faculty teaching both undergraduate and graduate courses, may bank graduate instruction in organized classes toward future released time for their own scholarship. One 3-hour graduate course may be banked as one hour toward a total of 3 banked hours for later use by the faculty member. The anticipated use of any banked hours must be agreed upon by the department head and the faculty member one year in advance of anticipated use so as not to jeopardize the departmental instructional cycle. Banked hours cannot be earned or utilized during summer semesters. Earned banked hours are available for use for up to 6 long semesters after being earned. A scholarly deliverable will be agreed upon between the department

Banked Hours Calculations: For the calculation of banked hours, each three credit hour graduate lecture course will equal one banked hour. The goal is to provide one banked hour for each graduate teaching activity that produces three teaching load hours in a given semester. Banked hours will be awarded in whole numbers unit only, and only one banked hour can be generated per a given activity. Special problems, thesis, and seminar courses will be included when the number of students enrolled in the course times the number of credit hours for the courses equals 15+. Graduate courses that are cross-listed with an undergraduate course section will not be used to accrue banked hours unless the graduate student enrollment is five or more graduate students. Graduate courses taught as an overload do not count toward banked hours because the faculty member is receiving additional compensation for teaching this course. When a graduate course is cross-listed with another graduate course, the total enrollment in all cross-listed course sections will be used. Graduate lab courses will produce one banked hour when the accompanying lecture meets the enrollment threshold as well as the scheduled lab time is more than three clock hours.