College of Engineering, Dean's Office

Faculty Internal Allocation Accounts

Policy Owner: BCoE, Dean's Office
Date: March 6, 2007 (updated 7/1/24)

Objective:

In the interest of supporting faculty efforts in research and graduate training, BCoE will establish Internal Allocation Accounts for all BCoE faculty. Funds allocated in this Account can include Academic Year Faculty Salary Savings, funds for BCoE appointments such as Chairs and Associate Deans and other internal allocations. These funds can be used for any purpose that is consistent with UCR policies and procedures. These purposes include faculty summer salary, grad student support, travel, equipment and supplies, and seed projects. In conformance with UCR policies, these funds cannot be used to cover salary and benefit costs for staff nor to cover costs of the purchase of alcoholic beverages. These funds will be available to the faculty member as long as he/she retains an active appointment in BCoE. Below are a list of possible allocations and information on how they are allocated.

- **Academic Year Faculty Salary Savings Allocations**

  In conformance with applicable UC and sponsor policies, a portion of a BCoE faculty member's Academic Year (AY) salary/benefits can normally be paid from external fund sources. A BCoE faculty member may wish to continue normal assigned teaching and service duties, but have a portion of his/her academic salary/benefits paid by extramural funding to reflect effort spent on the extramurally funded project. In such cases, BCoE will allocate 80% of the AY salary/benefits savings into the faculty's Internal Allocation Account, held by the Dean's Office. Funds in these Accounts can be used for any legitimate purpose and will continue as long as the faculty member has an appointment in BCoE. An additional 10% allocation of the salary/benefits savings will be given to the faculty member's BCoE department. Allocations will be available to the faculty member and provided to department at the time that his/her AY salary/benefits is transferred to extramural funding sources. Departmental allocations can be used for any appropriate purpose without the consent or approval of the faculty member who generated the allocation. Departmental allocations are added to the department's operating budget and do not have end dates.

  Initial Complement funds and faculty course buyouts cannot be used for any salary savings allocations or NSTP funding. BCoE's current Faculty Course Buyout Policy remains unchanged.

- **Funds for BCoE Appointments including Chairs and Associate Deans**

  Summer salary and/or research funds allocated (if picked over stipend) for BCoE faculty to serve as Chairs, Associate Deans and other appointments will be allocated to the faculty member's Internal Allocation Account at the time of his/her annual appointment (benefits will be allocated when used during appointment). Summer salary allocations not used during the appointment year will be carried forward at the end of the appointment year at the faculty member's current salary

rate (excluding employee benefits). Those funds will not be subject to or eligible for future salary adjustments. These funds may not be used to cover NSTP.

- **Allocations for Indirect Cost for Indirect Cost Return**

  The Campus will return to eligible (tenure track and research) faculty 5% of the total indirect cost (IDC) recovery funds returned to the Campus each year by UCOP, which is calculated based on IDC that is generated during the previous fiscal year by the College. IDC return funds will be distributed to each eligible faculty member's Internal Allocation Account. A 10% allocation of Indirect Cost Return Funds will also be made to the eligible faculty member's BCoE department by the Campus. These allocations are not dependent upon faculty Initial Complement and Retention fund balances. It is anticipated that these allocations made to departments will be used to assist faculty in obtaining contracts and grants and as bridge funding between contracts/grants. The estimated date of such allocations is January 1st of each fiscal year. These funds may not be used to cover NSTP.

- **Allocations for MSOL Incentives**

  Faculty will receive incentive funding in the amount of $5,000 for developing new courses for the Masters On-line Engineering Degree Program. They will receive $2,000 for offering existing courses that they modify for on-line instruction for the first offering and $1,000 for additional offerings (per quarter). Faculty will also receive $400/student for registered on-line students. These funds will be allocated to the faculty IAA the quarter after instruction and can be used for appropriate purposes deemed necessary by the faculty. These funds may be used to cover NSTP salary and benefits.

IAA expenses should be charged to the faculty's departmental non-operating activity in conjunction with the Flex 1 Code D01002IAAE and the faculty's established Flex 2 code. Funds sources will vary depending on type of allocation.