

UAB DEPARTMENT OF RADIATION ONCOLOGY

FACULTY DEVELOPMENT FUND POLICY

Effective Dates: October 1, 2025 – September 30, 2026

Review Date: August 2026

I. RESPONSIBILITY OF

Physician Faculty, Physics Faculty, Basic Science Researchers, and Emeritus Faculty

II. RATIONALE / PURPOSE

In response to current constraints in the NIH funding environment and faculty requests for equitable access to professional development resources, the Department is establishing this temporary policy for FY26. The goal is to provide transparent, standardized development funding. The policy will be evaluated at the end of FY26 to determine continuation or adjustment.

III. FUNDING STRUCTURE

For Fiscal Year 2026 (October 1, 2025 – September 30, 2026), annual professional development fund allocations are as follows:

Faculty Category	Annual Fund Amount
Physician Faculty	\$8,000
Physics Faculty	\$5,000
Basic Science Researchers	\$5,000
Emeritus Faculty*	Per Individual Agreement

*Eligible emeritus faculty are those who maintain an active role in mentoring, research, or departmental service.

*Physics funding is contingent on ongoing hospital approval of expenses.

- Allocations will begin on October 1, 2025
- No carryforward beyond September 30, 2026
- No supplemental funding (e.g., via CPT or grant-funded salary) will be applied during this period
- Faculty with designated development funds as part of their startup package should refer to the terms outlined in their offer letters or appointment documents.
- Policy is applicable to funds provided directly by the department/physician practice and hospital.

Current Funding:

For physician faculty, up to **\$20,000** of previously accumulated balances as of **10/1** will roll over and can be used at a rate of **\$4,000** per year to supplement the allocation until the funds are depleted. Funds must be used by **2030**.

IV. ALLOWABLE EXPENSES

Development funds may be used to support the faculty member's professional development, including.

A. Travel & Conferences

- Conference registration, airfare, lodging, and meals
- Abstract fees related to meeting presentations
- Presentation-related travel
- Student-related travel

B. Education & Certification

- CME, CEU, or other approved training
- Board certification renewal
- Technical certifications

C. Academic Tools & Resources

- Books, professional journal subscriptions
- Research software licenses
- Computers, monitors, accessories for academic use *Subject to UAB policy and depreciated on either a lump sum or schedule basis as designated at time of purchase.

D. Memberships & Professional Costs

- Professional society membership dues (e.g., ASTRO, AAPM, AACR)
- Cell phone costs (if work-related and not centrally provided)
- Supplies for academic or research-related work

E. Other

- Requires administrative approval and must be within UAB policies, procedures and guidelines.

Certification and Licensure Expenses

Certification and Licensure fees (essential for job performance) are not paid from development fund but from other available department funds. Examples include:

- DEA license
- State licensure renewal
- Hospital coverage fees

*Historical average of \$1,000 a year per faculty member

Other costs of faculty members covered by department include Lab Coats/Cleaning, Business Cards, Personal Visa (i.e. H1B) Fees, Startup Expenses and Basic Computer/Laptop Setup.

V. NON-ALLOWABLE EXPENSES

- Salary support or effort buydown
- Personal expenses, equipment or furnishings
- Grant-related expenses covered through external funding
- Travel funded directly by the Chair under exempt status

VI. EXCEPTIONS

Faculty with compelling development needs beyond the standard allocation may request additional support through the exception process which includes funding from department and other alternative funds (i.e. course funds).

Examples

- High-cost international presentations
- Enrollment in prestigious leadership or technical programs
- Specialized software or research tools
- Visiting Professors and related expenses
- Publication Expenses

Request Process:

1. Submit a one-page request to the *Executive Assistant, Chairman's Office* with:
 - Justification
 - Anticipated impact
 - Budget
2. The Chair/EA will review on a rolling basis
3. Approval based on department priorities and available discretionary funds

VII. OTHER TERMS

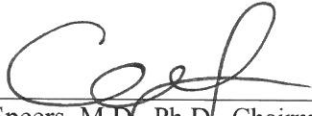
- All purchases remain property of the institution
- Funds revert to the Department if a faculty member gives or receives notice of resignation, retirement, or termination

VIII. POLICY REVIEW

This policy will be reassessed by July 2026 to evaluate:

- Utilization across faculty categories
- Academic return on investment
- Funding outlook and departmental priorities

Approved



Corey Speers, M.D., Ph.D., Chairman

Nathanael French Forbes

Nathanael French Forbes (Oct 15, 2025 11:23:10 CDT)

French Forbes, Executive Administrator

Date

Date 10/15/2025