

Office of the Provost

Temporary Policy Extending NAU Tenure Clock Due to COVID-19 Impacts

June 17, 2020

Northern Arizona University recognizes the significant impact COVID-19 might have on faculty working toward tenure and continuing status. Therefore, we are offering an optional process for requesting a one-year extension of the promotion clock to all tenure-eligible or continuing-status eligible candidates.

Who is eligible?

- Tenure-eligible Faculty or continuing status-eligible Librarian candidates whose Notice of Appointment defines a start date before June 30, 2020, at any point in their tenure clock (years 1 through 5).
- This opportunity does not apply to non-mandatory promotion applications (e.g. promotion to Full Professor or promotion within the NTT ranks).
- This request for a one-year delay is optional. Faculty wishing to proceed with their application on their already-established plan (for example, those applying in Fall 2020), may elect to continue with their original application plan as the default process.

What are the implications and expectations?

- This is a **one-time** opportunity to request a delay an individual faculty member's tenure clock (separate from other delay requests established in COFS). While things might further change as this pandemic evolves, at this point NAU does not intend to offer this opportunity again in the future. The decision an individual faculty member makes to either accept this optional opportunity or move forward as originally planned should therefore be based on currently available information.
- Selecting this option will result in a new "mandatory review date". This new review date will set a new year of review for P&T that cannot be delayed again (or changed to an earlier date) except with approval by the President (per established policy (ABOR COFS 6-201 I.3 and COFS 1.3.1.5 f)).
- Any eligible faculty member who selects this opportunity to extend their clock does so with the explicit understanding that any salary increases related to promotion will necessarily be delayed one year and will be applied only after the actual promotion occurs.
- All committee and administrative level reviews for promotion and tenure will be conducted with the same expectations and criteria, regardless of whether or not an application was delayed.
- If the ability to conduct scholarship, research, and/or creative activities is decreased due to COVID-19, the academic unit may make changes to the allocation of the faculty member's time and effort in the AY '20-21 workload assignment (e.g. an increase in teaching and student-related responsibilities or a shift to other aspects of research not impacted by COVID-19), so that the faculty member maintains tenure eligibility through a full-time workload assignment. The need for change in workload should be informed by negotiation between the faculty member and the chair, but the final decision and ultimate workload allocation for AY '20-21 for any faculty with a delayed tenure clock will be based on unit needs and decided by the Chair and Dean with approval from the Provost's Office.

How should I proceed?

- Review your unit guidelines/criteria for promotion & tenure and consult with your department chair or director to discuss how those criteria might be applied at all levels of review. Each individual faculty member is solely responsible for ensuring that he or she completely understands how all applicable criteria might be applied at all levels of review.
- Notify the Office of the Vice Provost for Faculty Affairs (Astrid.Klocke@nau.edu) of your intention to delay using the form below before close of business on **Monday, July 13, 2020**.
- Failure to complete and forward the requested information to the VPFA by July 13 will be considered confirmation that the faculty member has chosen to not accept this optional opportunity and agrees that they will remain on their current clock and will maintain the current mandatory review date.

Is there a policy covering tenure-clock delays?

- See NAU COFS 1.3.1 5f under APPOINTMENTS: “In the case of a tenure-eligible appointment, the Notice of Appointment will include a notification of any credit in years for prior professional activity toward tenure. These negotiated terms will **not preclude the right of a faculty member to request a delay in tenure review, which shall be subject to approval by the President.**”
- See ABOR COFS 6-201 1.3: “University rules and procedures applicable to tenure-eligible faculty members shall include (1) a maximum probationary period no longer than seven (7) years in full-time service at tenure-eligible rank, **except in cases of waiver by the president for an individual faculty member, or as provided by policies established by the university to extend the period for individual faculty members facing adverse circumstances;** (2) a mandatory periodic review; and (3) provisions to cover situations in which the faculty member's assignment is changed. A tenure-eligible faculty member shall have no expectation of renewal for the maximum probationary period.

Name

Title

Department

College

Year of mandatory tenure review

By selecting this form, I choose the one-time option to extend the mandatory review date by one year, and that the deadline for selecting this option is July 13, 2020.

I acknowledge that any salary increases related to successful promotion will be delayed by one year, and will only be applied after the successful promotion occurs.

I acknowledge that selection of this option may result in a change in workload allocation for AY '20-21, consistent with COFS and unit needs.