

Memorandum of Understanding between the State University of New York and the United
University Professions regarding
"Possible Adjustments to Tenure Clock Timelines and Reappointment, Promotion and Tenure
Review Materials"
(approved by SUNY Board of Trustees 5/6/2020)

SUNY and UUP reached the following agreement which is effective immediately:

Due to the unprecedented and extraordinary interruptions in research, scholarship and service activities as well as telecommuting and the transition to remote teaching during the COVID-19 crisis, adjustments need to be made to time toward eligibility for continuing or permanent appointment. In addition, special consideration needs to be made regarding the submission and evaluation of materials included in a dossier or personnel file for review.

"Tenure clock" stops:

Continuing Appointment

Faculty who as of May 6, 2020 are currently serving in a position of academic rank who has not yet attained continuing appointment status, and who is not currently under review, shall have an automatic one-year extension of the time to continuing appointment without change in title, FTE or other employment status.

Faculty in a position of academic rank who has not yet attained continuing appointment status may OPT OUT of the automatic one-year extension referenced above and be considered for continuing appointment based on their original schedule by submitting a request in writing to their Department Chair, with copy to their Dean and Provost by October 1 of the year prior to the year the faculty member will receive their 12 month notice requirement.

For example:

Jane Doe's current continuing appointment eligibility date is 9/1/2023. Her notice requirement is 9/1/2022 and her materials are due to the Dean in February 2022. If she wished to opt out, she should do so by October 1, 2021.

These provisions shall not apply to any faculty in a position of academic rank who has already been provided with a notice of non-renewal.

Permanent Appointment

Professional employees who are within two years of their permanent appointment eligibility date as of the date of their request, may request up to a six-month clock stop for permanent appointment. Such request must be made on or before December 31, 2020. The clock stop shall

be achieved by moving the professional employee to qualified professional title for the length of time requested.

These provisions shall not apply to any professional employee who has already been provided with a notice of non-renewal.

Considerations for Spring 2020 information submitted in a dossier or file of evaluative material

Any full-time or part-time employee who taught or provided educational support such as tutoring or counseling during the Spring 2020 semester and is up for reappointment, promotion or tenure review in the future will have the option of not including student evaluations of teaching, peer teaching observations, and/or curricular materials from the Spring 2020 semester in their reappointment, promotion, or continuing appointment/permanent appointment review materials. It is understood that the exclusion of such materials is justified by the extraordinary circumstances in which instruction is occurring during the Spring 2020 semester. The exclusion of any or all these materials shall not reflect negatively on the individual's review. Any decision to opt for this exclusion will mean that the Spring 2020 materials excluded will also be excluded from all subsequent reviews.

In addition, faculty may list relevant research and creative activities that were planned for Spring or Summer 2020 (e.g., papers and presentations that were accepted to conferences, seminar invitations, etc.) in the appropriate sections of their dossier, and include a footnote or parenthetical noting that the conference, exhibit, or trip was cancelled due to COVID-19. Faculty may also choose to include a general statement, where appropriate, explaining that activities were impacted during Spring/Summer 2020 due to COVID-19 and describe the impact to their research, scholarship and creative activities.

Faculty being reviewed for renewal, promotion or tenure may include a discussion of the challenges of moving from face-to-face to remote learning in the teaching narrative for reappointment, tenure, and promotion applications.

Professionals being evaluated or reviewed for renewal, permanent appointment or promotion who believe that the COVID-19 crisis may have impacted their performance during the Spring or Summer 2020, or any assessment of that performance, may submit a statement or response for consideration in any such evaluation, renewal, permanent appointment or promotion review process.

Please contact Lydia Kawaler with any questions.

Copy: President, Provost, VPs, Deans, Directors