

j) Tenure Clock Extensions

The tenure period is negotiated at the time of hire, however under certain circumstances, an extension of the tenure period and/or the intensive (i.e., 3rd year) review may be granted under certain circumstances as described below.

- 1) Faculty members on the tenure track may request a one-time term extension for extraordinary circumstances, such as an unanticipated lack of available resources, serious illness, family emergency, and/or elder or dependent care when the faculty member is a caregiver. Requests for an extension should be in writing in the form of a memo signed by both the petitioning faculty member and Department Chair. All such requests will be granted at the discretion of the appropriate Dean with the approval of the Provost. Approved extensions will be one year in duration for full-time faculty with part-time faculty receiving an extension commensurate with appointment level.
- 2) Full-time faculty members on the tenure track who become a parent of a child or multiples by birth, adoption, or fostering (i.e. 12 months of foster care, but not necessarily contiguous) will automatically be granted a one-year extension of the tenure clock when the faculty member is a caregiver. For each subsequent child, a faculty member may request an additional extension for a maximum of two (2) separate extensions of the tenure period. When both parents are members of the faculty and share equally in care giving responsibilities, each parent will be granted a one-year extension. Extension periods cannot be combined (e.g., one child with a single three-year extension).

Faculty may elect to opt out of the automatic extension of the tenure period granted for childbirth, adoption, or fostering. It is recommended that the faculty should notify the appropriate Dean, Director, or Department Chair of the birth, adoption, or fostering via memo preferably six months prior to the arrival of the child. Faculty electing to take advantage of the one-year extension are also required to take parental leave and apply for FMLA which is counted towards the one-year extension. The Dean should notify the Provost's Office immediately so the proper records for the promotion case are maintained.

An extension for the tenure candidacy period or postponement of the intensive review will be available regardless of the number of weeks of annual leave taken by the faculty member. The standards for tenure and promotion remain the same for faculty who have been granted a tenure clock extension and/or an intensive review deferral. Even though a faculty member may be given a longer period of time in which to meet these standards, the faculty member should be held to the same performance standards as a faculty member who has not received an extension. However, when the Department Chair, Dean or Director requests materials for consideration of promotion and/or tenure by external reviewers, it should be made clear that the length of time between milestones should not be taken into consideration.