

## Form for appointment extension and delayed review associated with approved Tenure Decision Deadline Extension.

[to be completed by Department Head (or Associate Dean in Tepper or Heinz) with input from Faculty Member and Signed by Faculty Member, Department Head or Associate Dean, and Dean]

A tenure decision deadline extension has been approved by the Provost. Your previous tenure decision deadline considering your years of previous service and prior exclusions from current service was June 30, \_\_\_\_\_.

The present tenure decision deadline extension is associated with:

\_\_\_\_\_ COVID-19 (1 year TDD delay)

\_\_\_\_\_ Leave (Parental, Personal, Family, Public Service, Professional)

Specify Duration of delay: \_\_\_\_\_

\_\_\_\_\_ Other: Specify: \_\_\_\_\_

Your new Tenure Decision Deadline is June 30, \_\_\_\_\_.

The effect of this extension on your current appointment and your next scheduled review is dependent on the term of your current appointment and the application of the delay to your individual timeline.

- If your next review is **not** for consideration for indefinite tenure, you may elect one of the following:

\_\_\_\_\_ (a) To request an extension of your current term of appointment with concomitant delay of your review for re-appointment or promotion as relevant. If this would result in a term of appointment that exceeds five years, you will be reviewed for re-appointment at the same rank in the fifth year of your appointment.

\_\_\_\_\_ (b) To request to leave your current term of appointment unchanged, continue with your next review on its original schedule. If that review is successful, an additional year would be added to the subsequent appointment term. If this would result in a term of appointment that exceeds five years, you will be reviewed for re-appointment at the same rank in the fifth year of your appointment. This review does not constitute an early review, and if not successful, you may not subsequently request an extension of the appointment with additional review. Your signature below confirms you understand this choice is irrevocable.

- If your next review **is** for consideration for indefinite tenure, this revised tenure decision deadline extends your current appointment such that it expires one year after the tenure decision deadline, unless that extension would result in an appointment length greater than 5 years. If the extension would result in an appointment longer than 5 years, you may elect one of the following:

\_\_\_\_\_ (a) To follow the process described in the University Appointment and Tenure Policy, whereby you will be reviewed for *reappointment* as associate without indefinite tenure in the fifth (and final) year of your current appointment. If unsuccessful, you would receive a terminal year appointment. If successful, your subsequent appointment would expire one year after your tenure decision deadline and the subsequent review would be for indefinite tenure.

\_\_\_\_\_ (b) To waive the right to review in year 5 (for re-appointment as associate without indefinite tenure). In this case, your current appointment will be extended by one year without review. This extension of your appointment beyond the maximum appointment length of five years will be approved by exception. Your next review will be the review for indefinite tenure and will be the final opportunity for review.

Based on your specific case, your next review will be a consideration of:

\_\_\_\_\_ Re-appointment as assistant professor

\_\_\_\_\_ Promotion to associate professor without indefinite tenure

\_\_\_\_\_ Re-appointment as associate professor without indefinite tenure

\_\_\_\_\_ Promotion to associate professor with indefinite tenure

And it will be initiated in the \_\_\_\_\_ (Fall or Spring<sup>1</sup>) of academic year 20\_\_\_\_ - 20\_\_\_\_\_.

Your signature below confirms your understanding of the application of the tenure decision deadline extension to your appointment term and your next review date.

\_\_\_\_\_  
Faculty Member

\_\_\_\_\_  
Date

\_\_\_\_\_  
Department Head or Associate Dean

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dean

\_\_\_\_\_  
Date

**Distribution: Provost, Dean, Associate Dean of Faculty, Department Head**

**Copy to be included in Workday Academic Module.**

\_\_\_\_\_  
<sup>1</sup> If your review for tenure is initiated in the spring rather than the fall, your signature on this form acknowledges your understanding that notification of the President's recommendation on your case will not be made by the January 31<sup>st</sup> preceding your tenure decision deadline. Rather, that recommendation will be made by the May 31<sup>st</sup> preceding your tenure decision deadline.