

UNIVERSITY OF HARTFORD

TEMPORARY CHANGES TO P&T GUIDELINES (2020-21)

* Contact T Stores (stores@hartford.edu) for advice or more details.

- **Pre-Tenure TT Faculty**

- Any faculty member who would like one is entitled to an automatic one-year extension on your tenure clock with no repercussions on the eventual application.
- Simply notify your chair, your dean, and provost that you want a one-year extension, and I will send out an approval letter for you and for your file.
- If you are scheduled to undergo a tenure review this year, send notification and request for extension before the dossier is due in your college (August/September; check your college P&T guidelines).
- If this is your critical year for tenure and you do *not* choose to take the one-year extension, the regular deadlines for submission of the dossier will remain the same, meaning you will need to meet with your dean and request external evaluations as scheduled (before May 15).
- If you are not scheduled to undergo a tenure review this year, you may make the decision to extend your tenure clock by one year any time before the end of the calendar year (December 31, 2020).

- **CAT Faculty Reappointment Clocks**

- Any CAT faculty member who would like one is entitled to an automatic one-year extension on your comprehensive review clock with no repercussions on the eventual application.
- Simply notify your chair, your dean, and provost that you want a one-year extension, and I will send out an approval letter for you and for your file.
- If you are scheduled to undergo a comprehensive review this year, send notification and a request for extension before the dossier is due in your college (August/September; check your college P&T guidelines).
- If your reappointment is scheduled for this year and you do *not* choose to take the one-year extension, the regular deadlines for submission of the dossier will remain the same.
- If you are not scheduled to undergo a comprehensive review this year, you may make the decision to extend your reappointment clock by one year any time before the end of the calendar year (December 31, 2020).

- **Senior Faculty Applying for Promotion**

- There is, of course, no need to request an extension on promotion, but I know that some of you must be trying to decide whether to go forward, given the concerns above and the time required to complete a dossier.
- If you do apply for promotion this year, you will need *external reviews*, so you should continue that process with your dean before May 15, unless you are quite sure you don't want to apply for promotion this year.
- If you choose to apply for promotion this year, the regular deadlines for submission of the *dossier* will remain the same (August/September, depending on your college guidelines).
- If you choose to apply for promotion this year, for this year only, you may withdraw an application for promotion at any time before the *review process* begins when the dossier is due in your college (August/September), and any work you do to build your dossier will be work you don't have to do when you eventually decide to apply. The only exception might be your external reviews, which may need to be redone if your scholarly/creative output has changed significantly.