

LSU AgCenter

**Procedure – Extension of the Tenure Clock Provisions Related to COVID-19**

In conjunction with LSU AgCenter PS-42 Promotion and Tenure

Effective April 7, 2020

**EXTENSION OF THE TENURE CLOCK PROVISION FOR IN PROGRESS FACULTY**

Faculty members of the LSU AgCenter who are currently in progress but have not reached their year of mandatory review for promotion and/or tenure as outlined in PS-42 will be granted an automatic adjustment to the length of service counted towards their promotion and tenure clock as outlined herein. This extension is due to impacts the COVID-19 outbreak has had on research and extension activity.

Tenure Track Faculty:

A tenure-track faculty member who has not been given notice of non-renewal, and who has not reached the year of the mandatory tenure review, will be granted a one-year temporary departure from the tenure track due to the effects of the outbreak of the COVID-19 virus in the state of Louisiana. Those who entered the rank of Assistant Professor on or before June 30, 2016 are required to proceed and will not be granted an extension. Those who entered at the rank of Associate Professor on or before July 1, 2018 are required to proceed and will not be granted an extension. For eligible faculty, the one-year extension is effective *July 1, 2020 through June 30, 2021*.

Faculty members who do not wish to utilize the one-year extension of the tenure clock must notify both their Department Head or Regional Director and the Human Resources Director in writing no later than May 1, 2020. Otherwise, the faculty member will be granted the extension and enter into a written agreement which sets out the specific period of service which will not be counted towards tenure (7/1/2020 to 6/30/2021) and identifies the year of the faculty member's mandatory tenure review. The term appointment will be automatically extended by the approved period in order for the faculty member to have equivalent time to build a case toward tenure and to be evaluated.

Field Faculty:

A field faculty member who has not been given notice of non-renewal, and who has not reached the year of mandatory promotion from the rank of Assistant Agent, will be granted a one-year temporary departure from their promotion timeline due to the effects of the outbreak of the COVID-10 virus in the state of Louisiana. Those who entered the rank of Assistant Agent on or before June 30, 2015 are required to proceed with the promotion process and will not be granted an extension. The one-year extension for eligible faculty is effective *July 1, 2020 through June 30, 2021*.

Faculty members in agent ranks who do not wish to utilize the one-year extension of the promotion timeline must notify both their Department Head/Regional Director and the Human Resources Director in writing no later than May 1, 2020. Otherwise, the faculty member will be granted the extension and enter into a written agreement which sets out the specific period of

service which will not be counted towards promotion (7/1/2020 to 6/30/2021) and identities the faculty member's mandatory deadlines for promotion review. The term appointment will be automatically extended by the approved period in order for the faculty member to have equivalent time to build a case toward promotion and to be evaluated.

#### **REVOCATION OF THE EXTENSION AGREEMENT**

If both the AgCenter and the faculty member concur, the Agreement may be revoked. The faculty member should initiate a request in writing to their Department Head or Regional Director on or before June 30<sup>th</sup> of the original mandatory tenure year. This will be forwarded with recommendations through the Program Leader to the Vice President. If the Vice President approves in writing, the tenure review will take place in accordance with the original tenure timeline, subject to all applicable AgCenter policies and regulations, as if the Agreement had never been executed. Judgments on promotion and tenure will be based solely on the criteria articulated in PS-42. A separate Revocation Agreement outlining the original promotion and tenure review timeline must be signed by both the faculty member and the Vice President.

#### **ACCOUNTABILITY**

Each year, HRM notifies unit heads of faculty members who are approaching the mandatory tenure and/or promotion year. Faculty members approaching their mandatory year who have an approved Extension Agreement will be identified in that notification.

Department Heads must ensure that the standard letter to external reviewers of promotion and tenure candidates provides information about these procedures and how evaluators are to consider departures from the tenure-track. The following statement or equivalent **MUST BE INCLUDED** in the letter to external reviewers: "The candidate was granted a temporary departure from the tenure-track pursuant to University procedures and should be evaluated as if he/she were on the normal tenure-track timeframe. LSU's procedures state that faculty members shall not be disadvantaged because they elected to extend the tenure clock and this should not reflect negatively on the candidate."

Department Heads and Regional Directors must ensure that departures from the tenure track and/or promotion timeline do not create or perpetuate prohibited discrimination or result in judgments about the candidate for promotion and tenure that are based on any criteria other than those articulated in PS-42. They must also orient promotion and tenure committees to the appropriate treatment of cases that fall within this procedure.