

TIMING EXTENSION FOR PROMOTION AND TENURE APPLICATIONS DURING 2020-21

Action: Delay the deadline for faculty to request promotion and tenure extensions from March 15 to **Friday, May 8, 2020.**

Policies at Issue:

- [FSH 3500](#) C. SCHEDULE FOR PROMOTION AND TENURE CONSIDERATION
- [FSH 3500](#) C-4.f. EXTENSIONS. Procedure for Requesting an Extension.

Reason for Action: Faculty who are scheduled to apply for promotion or tenure or both in the 2020-21 year should continue as planned and are invited to use their Candidate Statements (see FSH 3500 D-1.b) to explain any COVID-19 impact during the final few months of their probationary period; however, if the COVID-19 pandemic has impacted their professional activities to the extent that a one-year extension is warranted, the faculty member may request an extension as outlined in [FSH 3500](#) C-4.f. The deadline in policy is March 15. This date has already passed.

Process:

1. The faculty member will make the request to their college dean via email and copy the unit administrator.
2. The dean will forward the request to provost@uidaho.edu and indicate their recommendation to approve or deny. The unit administrator and faculty member shall be copied.
3. The Provost will respond via email to all involved (faculty member, unit administrator, and dean) to approve or deny. The request will be added to the faculty member's personnel file and the Provost's office will update faculty records accordingly.