



# OFFICE of the PROVOST

## Important Update for Faculty

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Faculty Colleagues:

As a result of disruptions caused by COVID-19, the University and the United Faculty of Florida Chapter at UWF have agreed to several adjustments outlined in a Memorandum of Understanding. A copy of this MOU has been [posted online](#).

I want to share with you some of the adjustments related to Annual Evaluations, Sustained Performance Evaluations, and Tenure clocks.

### **Annual Evaluations**

Faculty will have the option of excluding Spring and Summer 2020 semester course evaluations (SAIs). When submitting materials for review, faculty should include a statement indicating if they have chosen to exclude these course evaluations.

I am also adjusting the Annual Evaluation calendar by several weeks to allow faculty more time to compile their evaluation file. The deadline for faculty to submit their evaluation file to their Chair has been moved from Friday, May 29 to Friday, June 26. The 2019-2020 Tenure, Promotion, and Evaluation Guidelines have been [updated](#) with the new timeline.

### **Sustained Performance Evaluations (SPE)**

In-unit faculty scheduled for a Sustained Performance Evaluation during the 2020-2021 academic year will have a one-time option to postpone their SPE by one year. This does not replace the one-time, one-year postponement option outlined in the collective bargaining agreement. I am also providing out-of-unit faculty scheduled for a SPE this year the option to defer to next year.

### **Tenure Clock**

Tenure-earning faculty will have the option of extending their tenure clock by one year. The procedure and timeline for utilizing this extension is currently being developed and will be shared with you once finalized.

### **Closure of University Research Facilities**

The mandatory closure of university research facilities will not negatively impact 2019-2020 evaluations (including SPE), tenure, or promotion. When submitting materials for these reviews, faculty should document any impacts as a result of closings.

Best regards,  
George

May 13, 2020