

Current Handbook Statement:

Section 2.1.4b, last paragraph

A faculty member's probationary period may be extended one time by the provost for one additional year when a faculty member has been on approved leave of absence with or without pay.

Proposed Revised Handbook Statement: FAC Approved Final Version 2-28-2013

Section 2.1.4b, last paragraph

A faculty member's probationary period may be extended by the provost for one additional year as described below, with a limit of two one-year extensions in the probationary period.

- i. Upon written request by the probationary untenured faculty member, the probationary period shall be extended for one year in the event of the birth or adoption of a child or when the faculty member has been on an approved leave of absence for six months or longer for reasons other than scholarly pursuits towards tenure.
- ii. Upon written request by the probationary untenured faculty member, the probationary period may be extended by the provost for one year for any of the following reasons:
 - a. Public or military service
 - b. Severe personal hardship which may or may not require a leave of absence, including, but not limited to, a serious personal health condition, primary care of a family member or domestic partner for serious health condition, placement of a child in the faculty member's home for foster care, death of partner/spouse or child, or exigency arising out of family member or partner's military service.
 - c. Severe professional hardship, including, but not limited to, such circumstances as natural disaster destroying scholarly work in progress, unforeseen lack of appropriate research facilities, unforeseen loss of access to scholarly work in progress.

The faculty member shall initiate the request for extension in writing with appropriate supporting documentation to his or her department chair, who will then forward the request to the dean of the college, who will then forward the request to the provost within two weeks of the request.

For extensions under 2.1.4b.i above, upon receipt of the request with documentation, the provost will notify the faculty member, chair, and dean of the faculty member's new dates for completion of the probationary period.

For requests for extensions under 2.1.4b.ii above, if either the chair and/or dean recommend that the provost not approve the request, the faculty member shall be notified of the recommender's reasons and have an opportunity to include a rebuttal with the request for extension. The provost will then inform the faculty member, chair, and dean of a decision whether to approve or deny the requested extension. If the request for extension is approved, the provost will also notify the

faculty member, chair, and dean of the faculty member's new dates for completion of the probationary period.

The request for extension of the probationary period must be made any time prior to the date required for submission of tenure & promotion application materials to the department chair.

Expectations for meeting tenure criteria shall not be increased for tenure candidates who receive extensions.