

Promotion workshops Q&A

Q: Is it possible to submit requests for time off the clock due to COVID-19 now, before the end of the quarter (Spring 2020)?

A: While faculty can submit requests at any time, Academic Personnel recommends that faculty wait to submit requests so that a fuller picture can be assessed. For example, right now an Assistant Professor may know that research in Spring quarter of 2020 was adversely impacted, but it's likely that they do not know what Summer or Fall 2020 will bring. If they request time off the clock for Spring 2020 now, there will be no actual impact on the tenure clock; time off the clock for a minimum of two quarters affects eligibility while one quarter does not. We suggest that faculty hold off on making the request until it is determined that there are at least two quarters of adverse impact. This will avoid faculty having to submit multiple requests. Also, it isn't advisable to preemptively request Fall 2020 right now, since developments over the next several months have yet to unfold.

Some confusion may be around requests for time off the clock as related to child care. Those requests are normally in full-year increments by default, so timing does not factor into the request. In contrast, requests for time off the clock due to "significant disruptions" do not default to a full year, so timing the request becomes more critical, and allows time for faculty to more fully understand the impacts.