Date: November 12, 2020

To: FESC, FEC and Faculty Council

From: Faculty Equity Audit Working Group:

Yvette Huet, ADVANCE Faculty Affairs and Diversity Office, Chair

Beth Auten, Library

Craig Depken, Economics

Othelia Lee, Social Work

Chance Lewis, Middle, Secondary, and K-12 Education

Clare Merlin-Knoblich, Counseling

John Stogner, Criminal Justice and Criminology

Leslie Zenk, Academic Affairs (ex-officio)

Re: Recommendation for 2020-2021 Faculty Annual Reviews

The Faculty Equity Audit Working Group, upon recommendation by the Deans Council, makes the following recommendations for faculty annual reviews during the 2020-2021 review cycle as a result of the COVID-19 pandemic:

1. Each faculty member shall note in their 2020 annual reports, for each area of review (research, teaching, service/leadership), any impact that the pandemic has affected, and to propose mitigation strategies, if needed. The Impact Statement for Annual Review (attached) provides guidance for faculty.

2. The faculty evaluation by the department chair must include:

1. Standardized acknowledgment that March-December 2020 was a time when the country was experiencing a pandemic
2. Standardized acknowledgment of the ways the discipline has been impacted in teaching, research, and service
3. Specific acknowledgment of the impacts documented (or undocumented) that a faculty member has provided regarding the impact of the pandemic on any area of the work of the specific faculty member, the supervisor will provide this information and discussion/response to proposed mitigation strategies
	1. Include the strategies and rationale that the department chair made to support the faculty member during this period.

3. The need for a second-year extension for reappointment, promotion, or tenure review will be addressed on a case by case basis, as is the current practice. Additionally, if a faculty member opted out of the one-year extension during the 2019-2020 review period and has the need to do so in a subsequent year, they may do so on a case by case basis.

We ask for your consideration and endorsement of these recommendations *by the end of this semester* in order to be implemented in January 2021 during the beginning of the review process.