




Supporting Faculty Success ♦ Enabling Faculty Excellence

To: Deans, Associate Deans of Faculty Affairs, and Department Heads/Chairs and School Directors

From: Ron Fricker, Vice Provost for Faculty Affairs 

Date: September 6, 2022

Subject: Pre-Tenure Pandemic Course Relief Program

1. **Purpose.** The COVID-19 pandemic has created unprecedented impacts on pre-tenure faculty. Additional tenure clock extensions have provided faculty with more time but at the cost of delaying their promotion and tenure (P&T). As an investment in faculty scholarship, this program provides up to \$5,000 in matching funds to pay for a one-course teaching relief.

The purpose of this program is to help mitigate the negative effects of COVID-19 on faculty advancement due to factors such as: an increase in the amount of time devoted to instruction; unexpected care obligations; delays in research, scholarly, creative, or extension opportunities; changes in the areas of research emphasis by federal agencies and other research sponsors; and damage to reputation building due to reduced professional opportunities (e.g., conferences, invitations to give a colloquium, domestic and international travel bans).

This program provides impacted faculty members with teaching relief in the form of a one-course buyout in one semester. The goal is to allow additional time for pre-tenure faculty to focus on their research programs as they prepare for promotion and tenure.

2. **Eligibility.** Applicants must be pre-tenure tenure track faculty members hired prior to academic year 2022-23.
3. **Program Description.** The Provost's Office will provide up to \$5,000 in matching funds to the faculty member's college or department for a one-course buyout to be used prior to their mandatory promotion and tenure year. We anticipate additional funds will be available in the future years to continue this program, so applications this year should be limited to only those who can use it to buy out of teaching in either 2022-23 or 2023-24.

Available funds are limited, and priority will be given to those faculty who demonstrate current or historical pandemic impacts to their ability to conduct research, scholarly, creative, or outreach activities and/or publish their results due to the COVID-19 pandemic. Buyouts are expected to be used for faculty teaching relief *in addition* to standard teaching load and course release practices in the faculty member's department/school and college.

4. **Application Requirements.** The application form is found [here](#). It requires approval by the faculty member's department head and dean. Faculty Affairs fully appreciates that this program

may add additional complexity to scheduling teaching by departments, so while we strongly encourage faculty to take advantage of the program, we also recognize that departments and schools must fulfill their teaching obligations. Thus, the specific timing of the course relief must meet both the needs of the faculty member as well as their department head/chair or school director and their college dean.

5. **Due Dates.** Requests for Spring 2023 course buyouts are due by October 15, 2022. Requests for Fall 2023 or Spring 2024 course buyouts are due by January 31, 2023.

cc: Cyril Clarke
Robert Weiss
Robin Queen