**NOTE:** An electronic DocuSign form will soon replace this form. In the meantime, please route this form to Faculty Affairs – [facultyaffairs@uab.edu](mailto:facultyaffairs@uab.edu) once it has been completed and signed.

**Notification of Opt-Out from Tenure Clock Extension Due to COVID-19**

UAB announced in March 2020 that, beginning October 1, 2020, the University is automatically extending by one year the tenure-earning period for faculty. UAB made this decision in recognition that the coronavirus pandemic has significantly disrupted academic and personal life. These disruptions include, but are not limited to: moving to on-line teaching of graduate and undergraduate courses, restricted access to research laboratories, restricted travel for professional activities, and increased demands at home for the care and education of children and caregiving responsibilities for vulnerable or sick relatives.

Faculty eligible to use the extension were those with tenure-earning appointments during the Spring 2020 semester. If eligible faculty do NOT wish to extend their tenure clock by one year, and intend to apply for tenure during the 2020-2021 academic year, they must use this DocuSign form to notify their chair and the Office of Faculty Affairs in the Office of the Provost, by not later than **September 1, 2020**. Faculty not opting to select the one-year extension, which is the default status, must notify their chair and Faculty Affairs by September 1 of the academic year during which a tenure award will be applied for (e.g., September 1, 2021 for those seeking tenure during the 2021-2022 academic year cycle).

Departments and schools should make appropriate adjustments to pre-tenure reviews as a result of this change.

Faculty Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ School/College Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Employee ID# \_\_\_\_\_\_\_ Current Rank \_\_\_\_\_\_\_\_\_\_\_ Date Appointed to Tenure Track \_\_\_\_\_\_\_\_\_

(Current) Mandatory Tenure Review Date \_\_\_\_\_\_\_\_\_\_\_\_\_

(Proposed) Mandatory Tenure Review Date \_\_\_\_\_\_\_\_\_\_\_\_

**Signatures**

Faculty Member\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department Chair/Division Director\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_