



03.240

POSTPONEMENT OF REAPPOINTMENT, TENURE AND PROMOTION AND POST-TENURE REVIEW

Authority:	Chancellor
History:	Revised November 2, 2009; Revised and Reformatted August 17, 2007; Adopted November 2004.
Source of Authority:	Policies on Appointment, Promotion, and Tenure, Section IV.B.1.
Related Links:	RTP policy; Faculty Salary Continuation Policy (policy 08.227); Post-Tenure Review Policy; Postponement Form
Responsible Office:	Academic Affairs

I. Purpose

The university has well-defined policies setting minimum and maximum probationary periods and stating the effects of formal leaves of absence with regard to Reappointment, Tenure and Promotion (“RTP”) and Post-Tenure Review (“PTR”). There are, however, circumstances in which a faculty member may not be able to make the progress he/she would ordinarily make toward RTP or PTR. This policy provides for the allowance of a postponement of the RTP or PTR decision.

II. Scope

This policy applies to all tenure track faculty and tenured faculty.

III. Policy for Postponement Related to Medical or Disability Leave

- A. For a faculty member who is on disability leave or salary continuation status, the tenure clock or post-tenure review will be postponed and will extend the term of the current appointment automatically for one year. This action is automatic unless the faculty member declines or modifies the length of the postponement and indicates so by completing the Postponement of Reappointment, Tenure and Promotion or Post-Tenure Review form.
- B. The postponement may be up to a maximum of two (2) years if circumstances relating to the health of the faculty member or a documented family-related matter are likely to impede the faculty member’s normal progress toward RTP or PTR. In all cases, the maximum duration of probationary service shall not exceed nine (9) years.

- C. One (1) year shall be granted for each separate set of circumstances or events that require the faculty member to invoke the faculty disability and faculty salary continuation policy.
- D. The faculty member must complete and sign the Postponement of Reappointment, Tenure and Promotion and Post-Tenure Review form and forward the form for signatures to the department chair, the appropriate dean, and the Associate Vice-Chancellor for Faculty Development.
- E. The faculty member retains the option to stand for RTP or PTR at a date earlier than indicated for the mandatory personnel action as long as the two-year probationary service at rank is met (described in UNCW's Criteria for Reappointment, Promotion, and Award of Tenure, Section IV A).

IV. Policy for Postponement Unrelated to Medical Leave

- A. A faculty member may petition for up to a one year postponement of RTP or PTR due to exigent circumstances beyond the faculty member's personal control that are either on-going or severe enough to delay the faculty member's expected yearly progress in research or scholarship.
- B. The faculty member must make the request prior to the academic year in which the personnel action is to take place.
- C. The faculty member must first seek concurrence from his or her department chair and a majority of the departmental senior faculty members in support of the request. If the department supports the request, the department chair shall write a letter of support that the faculty member may forward to his or her dean along with a petition explicitly specifying the exigent circumstance with documentation provided. If the department does not support the petition, the department chair must provide a rationale for its position. The faculty member may appeal to the appropriate academic dean by providing the department's rationale and a petition for postponement.
- D. If the dean supports the petition for postponement, he or she shall provide a written recommendation to the vice provost for approval.
- E. If the dean or vice provost does not support the petition for postponement, he or she shall provide a written response to the faculty member. The faculty member may appeal the decision to the provost, whose decision shall be final.

V. General Guidelines

- A. In all cases, the maximum duration of probationary service shall not exceed nine (9) years.
- B. At the conclusion of an approved postponement of tenure, the probationary period automatically resumes.