

**Campus Agreement**  
**Probationary Period Extensions due to the COVID-19 Crisis**  
**CSUCI/CSUCI Chapter of CFA**

The unexpected and unprecedented circumstances surrounding the COVID-19 crisis in Spring 2020 have impacted the teaching, research and service activities of faculty. Restrictions on travel, cancellations of conferences and meetings, reduced access to facilities, and the transition to virtual instruction have left some probationary faculty members concerned about the potential impact on their ability to meet tenure requirements.

In light of this, and in line with CSUCI Academic Senate Resolution 19-03, all current probationary (tenure-track) faculty members who will continue in probationary status in 2020-2021 are eligible for a one-time, one-year long extension of their probationary period due to the impact of COVID-19.

To request an extension, the faculty member shall submit a COVID-19 RTP Extension form to their Program/Department Chair before the beginning of the next 2020-2021 RTP cycle and no later than September 4<sup>th</sup>, 2020.\* The Program/Department Chair shall review, sign and forward the request to the college dean for review and signature. The completed form shall be forwarded to the Office of Faculty Affairs for placement in the faculty member's Personnel Action File. In determining whether or not to take advantage of this extension each probationary faculty member should seek guidance from their department chair and dean. Extensions shall be approved without prejudice.

**An extension will have the following impact on probationary evaluations:**

- In the extension year, faculty members who elect this extension will submit a revised Professional Development Plan (PDP) rather than undergoing their scheduled evaluation. The faculty member shall submit an updated PDP by January 22, 2021 to receive feedback from their Department Chair and Dean per SP 17-08 or 15-15. A PDP will provide an opportunity for faculty members to articulate how, if at all, each of the areas of evaluation was or is being affected by the COVID-19 disruption, and what steps were and will be taken to mitigate the impact to meeting policy requirements for receiving reappointment, tenure and/or promotion.
- In the year following the COVID-19 extension (i.e. AY 2021-2022) the faculty member shall resume their normative evaluation schedule as defined in SP 17-08 or 15-15. In other words, a faculty member due for a 4th year review in AY20-21 and taking an extension would instead submit their 4<sup>th</sup> year Performance Review in AY21-22 and AY21-22 would now be considered their 4th year, for RTP purposes.

**Please note the following conditions apply to the extension of the probationary period:**

- The probationary period will be extended by only one (1) year beyond the normal probationary period of six (6) years of full-time probationary service and credited service specified in Article 13.3.

• Requesting the extension of time for tenure and promotion shall not negatively impact the faculty member. Faculty can rescind their RTP extension request in future academic years (before the beginning of that year's RTP cycle) and apply for tenure and promotion at their original, pre-extension time without having to satisfy policy requirements for early tenure and promotion (highly meritorious in two categories). Faculty members who do not request an extension or who rescind their extension also retain the option to apply for tenure and promotion earlier than their original sixth (6<sup>th</sup>) year.

• To rescind the request in future academic years, the faculty member will re-submit the COVID-19 RTP extension request form before the beginning of that year's RTP cycle indicating the rescission of the extension.


\*The Office of Faculty Affairs has developed a COVID-19 RTP Extension form for use in this process and it will be available on the Faculty Affairs website.

### Signatures

On behalf of the California Faculty Association:


  
Andrew Chang (Jun 8, 2020 13:02 PDT)  
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Andrew Chang  
CFA Field Representative

06/08/2020  
Date

  
John Yudelson (Jun 8, 2020 13:12 PDT)  
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John Yudelson  
CFA Chapter President, CSUCI

06/08/2020  
Date

On behalf of California State University, Channel Islands:

  
Sheila Grant (Jun 8, 2020 17:55 PDT)  
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Dr. Sheila Grant  
Associate Vice President, Office of Faculty Affairs

06/08/2020  
Date