



COVID-19 Impact Statement Guidelines for Tenure Review

2023-2024 Academic Year

The COVID-19 pandemic has, and will continue to have, significant impacts on the Faculty of Arts and Sciences at Dartmouth. In recognition of these impacts, all tenure-track faculty who were in rank at Dartmouth as of July 1, 2020 were granted a one-year automatic extension of their timeline. Tenure-track faculty have the option to use this extension to defer either reappointment review or tenure review. Beyond this automatic extension, the Dean of Faculty recognizes that individuals may have further extenuating circumstances that may warrant additional extensions of time under the Professional Exigency or Personal Exigency policies outlined in the Faculty Handbook. Faculty have been encouraged to consult these policies and to confer with their Associate Dean if they wished to make a request under these policies.

As a matter of principle, then, all faculty undergoing review for tenure and promotion are expected to meet the traditional standards for research/artistic productivity, teaching, and service. All parties to the review process should understand that COVID-19 impacts related to the quantity of research/artistic productivity have been accommodated by either the automatic timeline extension or additional individual extensions. All candidates are reviewed in relation to traditional standards, regardless of their years in rank.

Nonetheless, the Dean of Faculty also recognizes that the impacts of COVID-19 on faculty research/artistic creation, teaching, and service might go beyond the basic matter of time. Accordingly, the Dean of Faculty is providing the following supplemental guidelines for the tenure and promotion reviews that will take place during the current academic year.

For Candidates for Tenure and Promotion

We encourage candidates to consider submitting a statement of how the pandemic impacted their work. Such statements are optional. A candidate may choose either to incorporate discussion of impacts into their personal statement (with no change in the maximum length of five pages) or to provide a standalone document “COVID-19 Impact Statement” in their tenure file (one page maximum). Such statements provide candidates the opportunity to explain how their research/artistic productivity, teaching, and service have been impacted by the pandemic and related events since 2020. Since impacts related to delays in fieldwork, exhibits, performances, lab experiments, and other aspects of research/artistic productivity are presumed to have been accommodated by timeline extensions, a COVID-19 impact statement should address issues other than the quantity of the candidate’s record. For example: changes in research topics or methods, adjustments to teaching methods, shifts in future plans, modification of plans related to expectations stated in the Reappointment Letter (which is part of the tenure review file).

For Chairs and Tenure Review Committees

We encourage chairs and tenure review committees to consider the factors identified above and articulated in a candidate's COVID-19 Impact Statement when reviewing a candidate's materials. Such statements may help explain, for example, changes in research topics or methods, or other significant aspects of the candidate's record, particularly in relation to the expectations stated in the Reappointment Letter (which is part of the tenure review file).

A faculty member's decision to include or not to include a statement should not be assessed in any way, either favorably or unfavorably. The decision not to include a statement may reflect personal privacy concerns rather than a lack of impact, or simply personal preference.

Tenure review committees may not penalize candidates for any COVID-19-related accommodations they may have received such as timeline extensions, modified duties, or supplemental support for their teaching or research/artistic productivity. Such accommodations should not raise the level of expectation in tenure cases but rather be viewed as strategies for managing difficult and unpredictable circumstances. Individual faculty may have received additional extensions of time for a variety of other reasons as well. It is expected that you will evaluate the productivity of any candidate who has been granted an extension of any length as if they had been in probationary status for six uninterrupted years.

For External Reviewers (to be included in the cover letter transmitting the dossier)

When making your evaluation, we ask that you consider the short- and long-term impact of the pandemic on working conditions and career trajectory. To aid in such considerations, faculty have the option to describe specific impacts the pandemic has had on their careers, either by incorporating such information into their personal statement or by providing a separate pandemic impact statement. Such statements may help contextualize various aspects of the dossier, such as changes in research topics or methods, or other significant aspects of the candidate's record. However, impact statements are entirely optional. A faculty member's decision not to include a statement may reflect personal privacy concerns rather than a lack of impact, or simply personal preference. The presence or absence of such a statement should not be assessed in any way, either favorably or unfavorably.

In recognition of the implications of COVID-19 for faculty life and work, in Fall 2020 all tenure-track faculty were provided automatically with a one-year extension of their tenure review timeline. Individual faculty may have received additional extensions of time for a variety of other reasons as well. It is expected that you will evaluate the productivity of any candidate who has been granted an extension of any length as if they had been in probationary status for six uninterrupted years.