

**Recommended Language for Internal and External Reviewers
in Promotion and Tenure Processes**

December 7, 2021

The Ad Hoc Committee to Revise Promotion and Tenure Guidelines would appreciate the IUPUI Faculty Council's endorsement of this temporary addition to promotion and tenure guidance. This addition is not a legal requirement nor a formal addition to the guidelines but is recommended to all schools.

For IUPUI reviewers:

Where a department or school has numeric expectations on an annual or cumulative basis (x per year, or x by time of promotion), reviews of individual candidates should be adjusted to account for pandemic disruptions. State in the review letter that the candidate has (or has not) met the spirit of the existing guidelines in the context of disruptions (as detailed by the candidate).

We recommend that Candidates provide specific information in their candidate statement.

For external reviewers:

Include in letter, or adapt to fit the school or department's own standard language:

"The COVID-19 pandemic has had a significant impact on scholarship and all aspects of academic life. [The candidate has described impact on their own case in their candidate statement.] When assessing this candidate, please take this into account and focus primarily on quality rather than quantity. [We provide you with department and school criteria; for the numeric expectations, IUPUI reviewers are being flexible in light of pandemic effects.]"