

The University of Baltimore
Policy VI-1.10, Extending the Deadline for Tenure Review for Parenthood or
Extraordinary Circumstances

Approved by University Faculty Senate 1/13/10, 12/3/14, Revised to include Library Faculty Approved by AG's Office 11/10/14, Approved by President 4/12/10, 2/27/15, Revised and Approved by University Faculty Senate 3/5/25, Approved by the AG's Office 4/2/25 Approved by President 4/2/25

I. Statement of Intent

The University of Baltimore, in recognition of the importance of a healthy balance between work and life, is committed to creating a supportive environment for all faculty, particularly those who may be facing work-life challenges. This policy reflects the University's commitment to recruit and retain the best faculty by providing adequate career flexibility while continuing to reward productivity and excellence in all areas of teaching, research and service to the UBalt community. To provide such career flexibility, under specific circumstances indicated herein, a tenure-track faculty member may be reviewed for tenure beyond the normally prescribed timeline.

Nothing in this policy supersedes USM Policy II-1.00 I.C.1 providing that an appointee's tenure clock may be extended by mutual agreement of the institution and the appointee.

II. Policy

A. Extensions Due to Parenthood

A tenure-track faculty member who becomes a new parent of one or more children through childbirth or through adoption or foster care will be granted, upon proper written request, a one-year extension of the deadline for tenure review. A request must be filed not more than 90 days after the date of childbirth or adoption. A request for extension must include evidence of childbirth or adoption, and the documentation submitted must include the date of the event and clearly identify the tenure-track faculty member as a parent of the child or children and as the primary or coequal caregiver. Two faculty who are parents of the same child or children may request an extension in connection with the same childbirth or adoption event if they file separate requests and each asserts a coequal role in caregiving.

Written requests for an extension under this Policy should be filed with a faculty member's Dean's Office in accordance with the procedure set by the school's Dean's Office. Evidence of childbirth or adoption, and the relationship between the child and the faculty member seeking an extension, should be provided in support of the request. Normally this evidence will be a birth certificate or an adoption order.

The Dean's Office will make a formal notation of the request and the extension in the tenure-track faculty member's file and send a confirmation of the extension to the faculty member with copies to the Office of the Provost. The confirmation will set out the new deadline for tenure review.

B. Extensions Due to Extraordinary Personal or Professional Circumstances

A tenure-track faculty member may request in writing a one-year extension of the deadline for tenure review for extraordinary personal or professional circumstances (other than parenthood as described in Section I.A.) that substantially impede the tenure-track faculty member's progress towards tenure. A written request for consideration for a one-year extension of the deadline for tenure review that describes in detail the extraordinary circumstances warranting the extension must be provided to the Dean, with appropriate supporting materials.

The Dean must submit the request, with the Dean's recommendation, to the Provost, who will make the final decision for the University. An extension will be granted only for candidates whose record of scholarship, service and teaching indicates strong potential to meet requirements for tenure within the granted period of extension. Each decision concerning an extension will be made on a case-by-case basis. The Provost's decision is non-reviewable.

C. General Provisions

- i. Extensions of the deadline for tenure review under Sections I.A. and I.B. may not exceed, in aggregate, three years.
- ii. A faculty member who has received one or more extensions under this Policy may elect to be reviewed sooner than the last year allowed for the review. A faculty member whose review for tenure is underway may not seek an extension under this Policy.
- iii. Requests for extensions and the reasons for the requests are confidential personnel information. Appropriate persons will be informed of extensions as they are granted.
- iv. A faculty member will not be discriminated against in promotion and tenure actions as a result of seeking, or obtaining, one or more extensions under this Policy.
- v. A faculty member who receives an extension under this Policy is not required to take leave, or be in a part-time status, as a result of using the extension. Faculty members who do not take leave, or work part-time, due to parenthood or other extraordinary circumstances, must meet all full-time professional obligations even though an extension has been granted.
- vi. Extension of the tenure track period pursuant to this Policy does not affect the opportunity of a faculty member to request a delay in mandatory review for tenure, as provided by the USM Policy on Family and Medical Leave for Faculty, USM Policy II-2.31, Section VIII.A, if that policy is applicable.