FACULTY EVALUATION AND COVID-19

ECU’s faculty have made profound adjustments to their work as a result of the pandemic. After consultation with Provost Hayes, Vice Chancellor Stacy, Vice Chancellor Van Scott and Faculty Senate Officers, Interim Chancellor Mitchelson is offering the following options to ensure that faculty efforts are appropriately recognized and evaluated.

COVID-19 Impact Statement
Faculty may choose to present a COVID Impact Statement which can be added to the materials prepared and submitted for the reappointment, promotion and tenure process (beginning with AY 2021-22 cycle), progress toward tenure letters, and annual evaluation (beginning with AY 2020-21 cycles) as a discrete addition to their evaluation materials. Faculty should ensure that COVID impacts are clearly and explicitly presented to address the intent of this opportunity.

For each aspect of responsibility that has been affected, the faculty member may summarize changes in conditions that affected productivity, including but not limited to:

- Opportunities to demonstrate innovation and creativity;
- Modifications or increases to workload, activities or approaches;
- Canceled or delayed events, activities or work products;
- Reduced access to facilities, locations, personnel or partners;
- Opportunities to address emergent issues related to the pandemic and/or
- “Invisible” service to sustain departmental or other operations or to support students.

Impacts should be discussed explicitly in the faculty member’s statement as well as all assessments. In addition, each faculty member at their discretion may elect to address personal circumstances that affected overall productivity (e.g., increased caregiving demands) as well as other observed effects on productivity that may fall outside of specific aspects of responsibility. Adding information about personal circumstances is entirely optional. Please be advised the institution does not seek the disclosure of confidential medical information and note that any information voluntarily shared as part of this Impact Statement may become part of personnel record and may be accessible and viewed by others as part of the personnel process, including unit administrators and personnel committees.

To include a COVID Impact Statement in a PAD:
The COVID Impact Statement, where used, will be part of the optional candidate statement in the PAD.

To include a COVID Impact Statement in an Annual Review:
A COVID Impact Statement is considered “other pertinent information”. Faculty should consult with their unit administrator for any departmental preferences or procedures on including such a statement for annual review.

Annual Evaluation and Progress Toward Tenure Letters
Teaching effectiveness
The evidence of teaching effectiveness that faculty present this year may look different than normal. Spring, Summer and Fall 2020 and Spring 2021 SSOI reports will be used in evaluation materials at the discretion of the instructor. Disruption in the peer observation process also should be expected. The evaluation process should not disadvantage candidates because of these effects. Faculty are
encouraged to highlight innovations and new developments in courses, curricula and programs in their self-reports. When evaluating performance in the teaching area the candidate’s reflections and evidence of growth and learning through these innovations may be important considerations for evaluators.

*Productivity in other areas of responsibility*

COVID-19 may have changed, slowed or suspended the scholarship and creative activity for some faculty. Evaluators should recognize and account for the atypical circumstances of the pandemic as they evaluate research productivity.

*Disproportionate effects on faculty*

COVID-19 has been disproportionately disruptive to individuals with caregiving and other family responsibilities. These effects should be considered by evaluators of faculty performance.

*Tenure Clock Extensions*

Faculty were given the option to request COVID-related extensions of their reappointment and/or tenure clocks. Members of Tenure Committees are reminded that the extra time provided by extensions of the tenure clock, regardless of reason, should not be viewed in a manner that is harmful to the faculty candidate. Teaching loads should not be increased during the extra year(s) in the probationary appointment.