



November 2, 2023

To: Department Chairs
From: Heather Daniels, Secretary of the Faculty *HD*
Beth Meyerand, Vice Provost for Faculty and Staff Affairs *MEM*
Re: Tenure Clock Extensions
cc: Deans
Faculty

Assistant Professors are eligible to request an extension of their tenure clock for a variety of reasons including birth or adoption, leave of absence, clinical duties, significant and substantial change in duties, elder or dependent care, disability or chronic illness, or circumstances beyond the control of the faculty (including COVID). An assistant professor who receives a tenure clock extension and later wants to go through the tenure process “on time” (i.e., at their previously scheduled time) may do so without prejudice. Data show that 36% of assistant professors granted tenure clock extensions use the extended time granted.

For birth or adoption, assistant professors should direct their request for a one-year extension directly to the Provost Office (provost@provost.wisc.edu) within 12 months of the birth or adoption, which will be approved upon receipt. Assistant professors may also request a tenure clock extension for birth or adoption in the 12 months prior to the beginning of employment. Six months will be provided for births/adoptions occurring 7-12 months before employment begins and 1 year for births/adoptions occurring in the 6 months prior to employment.

Tenure clock extensions other than birth or adoption, must be approved by the department executive committee, dean, University Committee, and provost.

The reasons for tenure clock extensions are confidential and should not be stated in annual reviews or tenure dossiers. Department chairs should note if tenure clock extensions were granted excluding reasons for extension in the chair’s letter of the tenure dossier.

For more information on tenure clock extensions <https://secfac.wisc.edu/governance/waivers-tenure-clock-extensions-leaves-of-absence-conversions-dual-roles-and-track-changes/>

If you have any questions, please do not hesitate to contact Heather Daniels, Secretary of the Faculty (sof@secfac.wisc.edu) or Beth Meyerand, Vice Provost for Faculty and Staff (vpfsa@provost.wisc.edu).