

MEMORANDUM OF UNDERSTANDING

**RE: ~~Optional Extensions of Time to Complete Mandatory Reviews after POST-COVID-19~~  
IMPACT**

The Florida Polytechnic University Board of Trustees and the UFF-FPU recognize the various challenges that resulted from the maintenance of the productive and efficient operation of the University during the coronavirus pandemic. The Florida Polytechnic University Board of Trustees and UFF-FPU are committed to working together to promote appropriate solutions to meeting our mission, which is strongly focused on providing education to our students, despite the difficulties that COVID-19 presented to the University and its faculty. Recognizing the impact of the pandemic and its disruption to faculty research productivity, the Florida Polytechnic University Board of Trustees and the UFF-FPU agree to the following terms and conditions:

**1. Optional Extensions of Time to Complete Mandatory Reviews after COVID-19**

This ~~Memorandum of Understanding~~ section only applies to faculty members who are assigned research as part of their Assignment of Responsibilities (Assistant Professors, Associate Professors, and Professors).

A. As applied to faculty that are scheduled under the CBA to complete a mandatory review (including the mandatory promotion review for Assistant Professors) in the 2021-2022 Academic Year, in which a review is required to extend their employment beyond their employment contract expiration date of August 15, 2022:

- (1) Individuals who will be seeking reappointment or promotion via the full review process, may elect to opt-out of the full review process in the 2021-2022 Academic Year and conduct the full review in the 2022-2023 Academic Year.
- (2) Those individuals must declare their intent to do so, in writing, using a form provided by Academic Affairs.
  - (a) All declarations for this one (1) year extension are irrevocable and must be made by September 15, 2021.
  - (b) The University will provide a minimum of two (2) reminders of this opportunity to faculty by email, before September 15, 2021.
- (3) Individuals who will be seeking reappointment via the shortened review process (or equivalent) may elect to opt-out of this shortened review process in the 2021-2022 Academic Year and conduct the shortened review in the 2022-2023 Academic Year.

For the University

For the UFF

Alex Landback  
Chief Negotiator

Myles Kim  
Chief Negotiator

Date \_\_\_\_\_

Date \_\_\_\_\_

- 1 (a) Those individuals must declare their intent to do so, in writing, using
- 2 a form provided by Academic Affairs.
- 3 (b) All declarations for this one (1) year extension are irrevocable and
- 4 must be made by December 15, 2021.
- 5 (c) The University will provide a minimum of two (2) reminders of this
- 6 opportunity to faculty by email, before December 15, 2021.
- 7 (4) Individuals who elect to delay their mandatory full or shortened review by
- 8 one (1) year, as described in this section, will receive an amended contract
- 9 that expires August 15, 2023.

10 B. Faculty who are not scheduled under the CBA to complete a mandatory review in  
 11 the 2021-2022 Academic Year in order to maintain their on-going employment may  
 12 elect to delay their upcoming future review (including the mandatory promotion  
 13 review for Assistant Professors) by one (1) year, consistent with the following  
 14 terms:

- 15 (1) This opportunity to delay the future review by one (1) year will be offered
- 16 to applicable faculty in the Spring 2022 semester.
- 17 (a) Those individuals must declare their intent to do so, in writing, using
- 18 a form provided by Academic Affairs.
- 19 (b) All declarations for this one (1) year extension are irrevocable and
- 20 must be made by April 15, 2022.
- 21 (c) The university will provide a minimum of two (2) reminders of this
- 22 opportunity to faculty by email before April 15, 2022.
- 23 (2) Individuals will only be granted one (1) extension to delay their shortened
- 24 or full review as a result of COVID-19.
- 25 (3) After April 15, 2022, the University will send to each faculty member an
- 26 updated review schedule in order for them to maintain their on-going
- 27 employment with the University.
- 28 (4) Faculty who elect, as described in this section, to delay their review by one
- 29 (1) year will receive an amended employment contract that extends the
- 30 existing contract term by one (1) year.

31 C. Faculty may submit a separate document, as part of their Faculty Activity Report  
 32 for the 2021-2022 period, to briefly describe any adverse impacts of the pandemic  
 33 to their research, teaching, and service.

34 **2. Other Guidance.**

35 A. Faculty members may choose to meet with students in a manner that makes them  
 36 comfortable and is reasonable under the circumstances. In some instances, virtual

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1 meetings may be appropriate or necessary on occasion, but this cannot replace the  
 2 on-campus obligation for faculty in terms of teaching, office hours, and regular  
 3 meeting duties. Faculty members are encouraged to actively communicate with  
 4 their supervisors and the University has asked supervisors to remain flexible.  
 5 B. As always, the University and UFF-FPU are committed to engaging in open  
 6 discussions and proactively addressing issues which impact the faculty. These  
 7 discussions may be informal in nature or may be subject to consultation outlined in  
 8 Article 2 of the Collective Bargaining Agreement.  
 9 3. This Memorandum of Understanding shall be in effect for Fall 2021 and Spring 2022.

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For the University

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For the UFF

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