

COVID Impact Statement Guidelines

As part of Siena College's response to the COVID pandemic, faculty being reviewed for progress towards tenure and promotion, including two and four-year reviews, have the option of including a COVID impact statement in their portfolio. Faculty have asked for guidance as to what to include in such a statement

Guidance for Faculty

All faculty undergoing review are required to provide a narrative documenting the progress you have made towards departmental standards for teaching, scholarship and service. We recommend incorporating a discussion of COVID-related challenges to your teaching, scholarship, and research, as well as how you have attempted to respond to them, into the body of this narrative.

In addition, faculty have the **option** of providing a separate statement addressing COVID impacts separately from the narrative, if you have experienced other impacts that you wish to document. This optional separate statement will not count towards the 10 page limit for the narrative.

Guidance for Departments

Departments evaluating faculty narratives during the tenure and promotion process should take these COVID impacts into consideration. In writing 2-yr and 4-yr review letters, departments should be as clear as possible regarding what each faculty member will need to accomplish before applying for tenure.

Approved by the General Faculty Committee, Deans and Provost, March 3, 2021