The COVID-19 global pandemic has drastically upended the higher education enterprise. The efforts faculty are making to adapt to this emergency environment is profoundly impressive. Our faculty’s commitment to student learning, combined with such incredible innovation, is a clear demonstration of their dedication to providing instructional continuity in these difficult circumstances. This disruption caused by the pandemic and its downstream repercussions has the ability to significantly affect faculty research in various ways across disciplines and universities. Additionally, it is recognized that the change in instructional format might negatively impact student evaluations of instruction. No doubt, due to this significant shift, there is pressure felt by our community of scholars. The University of Louisiana System recognizes that the COVID-19 pandemic has created circumstances that may prevent or interrupt faculty progress toward professional and scholarly achievement, as a result, guidelines noted below are to be followed in order to prevent adverse employment or evaluative actions that may arise from the changes we have made, and will continue to make, in response to this emergency.

**COVID-19 FACULTY GUIDELINES**

1. Institutions must establish policy that provides tenure-track faculty with the option to request a one-year extension of tenure/promotion specific to reasons associated with COVID-19.

2. Adjustments should be made to standard teaching evaluation practices for the Spring 2020 semester. Universities do need to continue conducting evaluations to meet accreditation needs and policy requirements, these will be annotated and will not be allowed to disadvantage faculty instructional performance records.

3. Faculty evaluations for AY 2019-2020 should recognize the disruption by acknowledging and rewarding the tremendous efforts undertaken to transition quickly from face-to-face to distance course delivery as well as provide compassion for those who are balancing professional and personal demands (such as personal illness, childcare and homeschooling, and caring for ill family members) during this period of uncertainty.

4. In regards to service, institutions should recognize the unique ways in which faculty are serving their departments, universities, and communities during the COVID-19 health emergency.

April 8, 2020