

## RPT reviews in light of the COVID-19 pandemic

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Tue 2/23/2021 10:43 AM

To: faculty@g.hmc.edu <faculty@g.hmc.edu>

Dear Colleagues,

This message summarizes several previous communications to the HMC faculty from the Reappointment, Promotion and Tenure Committee (RPT) and Dean of Faculty Lisa Sullivan, regarding RPT procedures in light of the impact of the COVID-19 pandemic. In short:

1. Pre-tenure faculty have the option of extending the timing of their RPT reviews for up to 4 semesters.
2. Faculty undergoing RPT review may choose to have their Spring 2020 and/or Fall 2020 course evaluations excluded from the RPT process.
3. Faculty undergoing RPT review may choose to address the impacts of the pandemic on their teaching, scholarship and/or service in their portfolio.

Here are more details:

**1. Extending the timing of RPT reviews.** Pre-tenure faculty who are scheduled for an RPT review during the 2021-22 academic year may choose to extend their reviews by up to 4 semesters, as per Dean of Faculty Lisa Sullivan's email to the HMC faculty (Aug. 16 2020; subject "HMC's fall transition"). Candidates should discuss this with their department chair, and if they decide to extend their review should notify their chair and the chair of RPT (Steve Adolph) by June 15. (Note: this date is modified from the original March 1 deadline; RPT, FEC and the DOF have agreed to the June 15 date.)

**2. Excluding course evaluations from online courses.** Individual faculty members may **opt out** of including their teaching evaluations from Spring and/or Fall semesters of 2020 in their reappointment and promotion files. Individual faculty members may make this decision **after** viewing their course evaluations, and the RPT Committee will not infer anything from their decision. (This statement was included in an email to the HMC faculty on July 17, 2020, from Steve Adolph on behalf of RPT.) RPT is currently discussing whether Spring 2021 course evaluations could also be optional for portfolios.

**3. Pandemic impact statement.** The members of the RPT Committee recognize that the pandemic has severely affected the ways that we teach and do our research and other scholarly work. In addition, many of us are impacted by additional demands such as online learning for our children and reduced availability of child care. With this in mind, we invite you to address the impacts of the pandemic in your portfolio, if you wish. For example, you could add a few sentences to your teaching, scholarship, and/or service sections noting how the pandemic has affected your work. Alternatively, you could have a stand-alone (short!) section summarizing the pandemic impacts on various aspects of your work. More generally, the RPT Committee welcomes any extra context that candidates can provide about their teaching, research and service activities. (This statement was e-mailed to the Spring 2021 RPT candidates and their department chairs in Dec. 2020, from Steve Adolph on behalf of RPT.)

I hope this is helpful information for you. Please feel free to ask me if you have any questions about these updates.

On behalf of the RPT Committee,

~ Steve

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