

MEMORANDUM OF UNDERSTANDING
REGARDING REVISIONS TO THE SCHEDULE FOR MERIT REVIEWS AND ANNUAL
PERFORMANCE REVIEWS FOR NON-TENURE-TRACK FACULTY IN YEARS 4-6

WHEREAS, the *Schedule for Faculty Reviews: Promotion, Tenure, EPR, APR, and Merit* (updated February 5, 2018) specifies dates by which candidates must submit credentials and review committees must complete their work;

WHEREAS, the creation of Winter Session at BGSU has resulted in the shifting of the start of the academic year calendar to a later date, significantly reducing the time between the return of Bargaining Unit Faculty Members (“BUFM”) for the fall semester and established deadlines for submitting credentials for merit reviews and annual performance reviews (“APR”) for Non-Tenure-Track faculty (“NTTF”) in Years 4-6;

WHEREAS, web browser incompatibility issues during the implementation of the Faculty 180 review process resulted in the agreement between Bowling Green State University (the “University”) and the Bowling Green State University Faculty Association – AAUP (the “Faculty Association”) (collectively, the “Parties”) to extend the merit submission deadline and the NTTF Years 4-6 APR deadline and additional changes to established deadlines for these two review processes; and

WHEREAS, both Parties agree that it would be appropriate to continue the revised deadlines for future performance reviews;

NOW, THEREFORE, the Parties agree as follows:

1. The Parties agree to permanently incorporate the changes in review deadlines in the *Schedule for Faculty Reviews: Promotion, Tenure, EPR, APR, and Merit* (updated February 5, 2018) as noted below for all merit reviews and NTTF Years 4-6 APR in the future:

Schedule for Merit Review

Candidates Submit Merit Credentials	September 7
Department/School Recommendation to Chair/Director	September 28
Chair/Director Recommendation to the Dean	October 19
Dean Consultation with the Provost	November 15
Dean Notifies Faculty of Merit Decisions	January 15

Schedule for Annual Performance Reviews for NTTF Years 4-6

Candidates Submit Credentials	September 7
Department/School Recommendation to Chair/Director	September 21
Recommendation to the Dean	October 5
Dean Recommendation to Provost	December 15
Provost Notification of Annual Renewal of Contract	Not later than February 1

2. The Parties agree that future review deadlines in the *Schedule for Faculty Reviews: Promotion, Tenure, EPR, APR, and Merit*, including Winter Session deadlines included in Article 38, Section 2.5, can be amended as needed with the approval of the Provost and BGSU-FA President.

IN WITNESS WHEREOF, the Parties have caused this Memorandum of Understanding to be made effective this 30 day of January, 2019.

BOWLING GREEN STATE UNIVERSITY

By: Joe B. Whitehead
Title: Provost and Senior Vice President

BOWLING GREEN STATE UNIVERSITY FACULTY ASSOCIATION – AMERICAN ASSOCIATION OF UNIVERSITY PROFESSORS

By: David J. Fisher
Title: President