

**Memorandum of Agreement (MOA) between
Portland State University (University)
and the Portland State University Chapter of the
American Association of University Professors (Association)
July 1, 2020**

Subject: NTF Deferral of Post-Continuous Appointment Review Procedures.

Recitals:

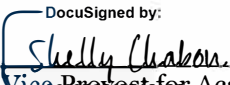

Non-tenure track instructional faculty on continuous appointment are to be evaluated after five years of continuous appointment and then after every five years following the last evaluation or promotion. Situations have occurred that may rise to the need for faculty to defer post-continuous appointment reviews while the faculty member is on leave.

The Parties agree as follows:

1. Department Chairs will notify each faculty member eligible for a post CA review by June 1 of the academic year prior to the year of eligibility.
2. Requests for deferral must be made by June 15 of the year a faculty member is notified and must be approved by the Department Chair or the Supervisor of Record, and the Dean. Deferrals are for a one-year period. The decision in response to the member's request for deferral will be made within 30 working days from submission.
3. Deferrals should be based on the following:
 - a. Personal circumstances such as maternity, paternity, adoption, injuries, illnesses, or other protected leave circumstances that have had an impact on the faculty member's work.
4. All requests for a deferral must be made in writing by the faculty member and will include an explanation of why the deferral is needed.
5. If there has been no request for a deferral, the review will go forward as scheduled and follow the post-continuous appointment review timeline posted on the [OAA Deadlines for Academic Personnel Actions](#).

This agreement will become an addendum to the current collective bargaining agreement and will be incorporated in the successor agreement as the parties deem appropriate during successor bargaining as a housekeeping item.

This agreement will become effective upon signature and ratification of the parties.

For the University	For the Association
<small>DocuSigned by:</small>  Shelly Chabon, Vice President for Academic Personnel & Leadership Development	<small>DocuSigned by:</small>  Mark Leymon, VP Collective Bargaining
July 1, 2020 5:10 PM PDT _____ Date	July 1, 2020 5:40 PM PDT _____ Date