

1 Memorandum of Agreement (MOA) between  
2 Portland State University (University)  
3 and the Portland State University Chapter  
4 of the American Association of University Professors (Association)  
5 December 17, 2020  
6

CORRECTED

7 Subject: Option for non-tenure track instructional faculty members to delay milestone review for  
8 continuous appointment in AY 20/21 due to the COVID-19 pandemic

9 *Recitals:*

10 PSU and AAUP recognize that the COVID-19 has created a situation that may interrupt NTTF faculty  
11 member progress toward Continuous Appointment. The parties wish to ensure that NTTF faculty  
12 members whose progress toward continuous appointment was perceived by them to be adversely  
13 impacted by the events of Spring 2020 are given the opportunity to recover.

14 *The Parties agree as follows:*

- 15 1. A one-year extension of the continuous appointment clock will be offered to all non-tenure track  
16 faculty members who are scheduled for their milestone review for continuous appointment in AY  
17 20/21. All other requests for an extension due to COVID-19 impact, will be on a case by case  
18 basis.  
19
- 20 2. The University will communicate this offer to faculty members September 1, 2020. Faculty  
21 members in this group must let their Department Chair or Chair equivalent and Dean's office  
22 know their decision in writing no later than September 30 of the year of their original review  
23 using the ACKNOWLEDGEMENT OF EXTENSION OF CONTINUOUS APPOINTMENT CLOCK  
24 form.  
25
- 26 3. It will be at the discretion of the faculty member to include or not include any student  
27 evaluations collected from courses taught during the period of remote teaching beginning in  
28 Winter 2020 through Summer 2020 in their continuous appointment milestone review  
29 regardless of the year of the review.  
30  
31

32 This agreement will become effective upon signature and ratification of the parties and shall remain in  
33 effect until the conclusion of the adjustment cycle (AY ~~2024-25~~ 2025-26) as noted above.  
34  
35

continued



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PSU/AAUP MOA  
 COVID impact NTTF-CA milestone review extension CORRECTED  
 December 17, 2020  
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Milestone Review		
		Septembers/Years
HIRED September 16, 2020	Contractual Reviews to be completed by June 15	Count
2020-21	1 <sup>st</sup> Annual Review	1
2021-22	2nd Annual Review	2
2022-23	3rd Annual Review	3
2023-24	4th Annual Review	4
2024-25	5th Annual Review	5
2025-26	Milestone Review Occurs	6
<b>POSITIVE MILESTONE REVIEW</b>		
<b>9/16/2026</b> New post CA contract starts	Positive Milestone Review <b>CA Effective Date</b> from 2026- 27 Review	ALSO start of Academic year 1 for the PCAR 5-year review cycle (2026-27)

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<u>For the University</u>	<u>For the Association</u>
DocuSigned by:  <small>B3325C565FA54C5</small> Shelly Chabon, Vice Provost for Academic Personnel & Leadership Development	DocuSigned by:  <small>DBECA7CBED38408</small> Leanne Serbulo, Interim Vice President of Collective Bargaining
December 18, 2020   8:05 AM PST <hr/> Date	December 18, 2020   12:23 PM PST <hr/> Date

**Appendix A to  
MOA Option for NTTF Post-Continuous Appointment – Milestone Review due  
to the COVID-19 pandemic**

**ACKNOWLEDGEMENT OF EXTENSION  
OF CONTINUOUS APPOINTMENT CLOCK  
FOR ACADEMIC YEAR 2020-21 through 2025-26**

Name: \_\_\_\_\_  
Last
First
Middle  
 College or School/Department: \_\_\_\_\_ PSUdD: \_\_\_\_\_

Date of First Appointment at PSU: \_\_\_\_\_ Current Rank: \_\_\_\_\_ INSTRUCTIONS: This form is due to your Department Chair, the chair of the milestone review committee and your Dean's office **no later than September 30<sup>th</sup>** of the year of your original review and should be used for all NTTF faculty members on Continuous Appointment-probationary appointments starting in Academic Year 2020-21 and will remain in effect until the conclusion of the adjustment cycle 2025-26.

*For those using this form for the automatic Continuous Appointment Extension in Academic Year 2020-21 the following section must be filled out by the Faculty Member:*

Check One		Date of ORIGINAL Milestone Review
	I would like to keep my milestone review schedule.	FALL 20 <u>20</u>
	I would like the Automatic Milestone Review Extension for AY 2020-21	
	I would like the Milestone Review Extension.	FALL 20 <u>21</u>

\* \* \* \* \*

*For those using this form AFTER the 2020-21 AY, the following section must be filled out by the DEPARTMENT CHAIR/DESIGNEE regarding case-by-case APPROVAL or DENIAL of request.*

DEPARTMENT CHAIR / DESIGNEE MUST Check One		Date of Milestone Review
	Approve Request to extend Milestone Review	NEW Milestone Review DATE: FALL 20 <u>    </u>
	Deny Request to Extend Milestone Review	CURRENT Milestone Review Date: FALL 20 <u>    </u>

*Acknowledgement of Receipt and approval or denial of request:*

Print Names Clearly Below:	SIGNATURES	DATE
EMPLOYEE:		
DEPARTMENT CHAIR/Supervisor of Record:		
DEAN:		

*The Deans office will provide a signed copy to The Office of Academic Affairs*