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OFFICE OF THE VICE PROVOST FOR THE FACULTY

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TO: Assistant Professors and Assistant Teaching Professors

FROM: Teenie Matlock, Vice Provost for the Faculty

DATE: April 9, 2020

RE: **COVID-19 Stop the Clock Option**

Dear colleagues,

Hope you are doing well and staying safe in this challenging time. Please know that we greatly value all the hard work you are doing in research, teaching, and service contributions to the campus. I'm writing to provide you some information related to the COVID-19 Stop the Clock option, available to pre-tenure faculty.

Per APM 133-17-h-3, shown below, you may request a STC (Stop the Clock). This means that your eight-year tenure clock will be paused for one year because of extraordinary circumstances that have disrupted your research and other scholarly activities.

***Significant Circumstance or Event.** A faculty member may request to stop the clock during the probationary period, for reasons due to a significant circumstance or event beyond the faculty member's control that disrupts the faculty member's ability to pursue his or her duties. Examples of significant circumstances or events beyond the faculty member's control for which the faculty member may request to stop the clock include the effects of a natural disaster or the effects of significant delays in the provision of research space, facilities, or resources committed to the faculty member and necessary for his or her research activities.*

Our Academic Personnel Office has created a "[COVID-19 Stop the Clock Certification Form](#)" for you to complete and submit, if you feel it is necessary. The form must be signed by your department chair, dean, and myself (even though they will be granted pro forma).

Bear in mind that there are other reasons for requesting a STC, for instance, childbearing (APM 133-17-h-1) or serious illness (APM 133-17-h-2). You may request up to two STCs prior to tenure review. Note that in very rare circumstances, a third year STC may be granted (this would require UCOP approval).

If you have STC questions or concerns, please contact Esmeralda Martinez in APO emartinez@ucmerced.edu.

Some of you may not need a STC, and that's fine. The option is there if you need it.

Thank you for your attention. I wish you and your family good health and well-being.