



Policy on Extension of the Probationary Period that Applies to the Granting of Tenure

Date Effective: May 6, 2006

A tenure-track faculty member is eligible to apply for an extension of the tenure probationary period, whether or not a leave of absence is involved, when any of the following events occurs while the individual is a member of the Saint Louis University faculty:

- (i) a child is born or adopted into the faculty member's household; or
- (ii) by reason of a serious health condition (as defined under the *Family and Medical Leave Act of 1993*) persisting for a substantial period, the faculty member is required to act as the primary caregiver for a parent, child, spouse, or person living in the faculty member's household; or
- (iii) by reason of a serious health condition (as defined under the *Family and Medical Leave Act of 1993*) persisting for a substantial period, the faculty member is unable to perform a material portion of the functions of his/her position.

In the event that spouses are members of the full-time faculty, this policy covers both of them.

The length of the extension, when granted, is one year. The maximum number of times a faculty member may extend the probationary period under this policy is two, resulting in no more than a two-year extension of the probationary period. Tenure expectations for a faculty member who extends the probationary period under this policy are the same as the expectations for a faculty member who has not extended the probationary period.

A faculty member who wishes to extend the probationary period under this policy must apply within 30 days of returning to active service following the event that supports the application for extension. The faculty member applies in writing to his/her Department Chairperson, School Director, or Dean, as applicable, setting forth his/her reasons for requesting an extension. The Dean, after conferring with the Department Chairperson or School Director, if applicable, will transmit the faculty member's application to the Provost unless specific and compelling factors require its denial. The Provost will communicate approval or denial of the application in writing to the faculty member and specify the revised date of tenure review and termination date of the probationary period. If the Provost denies the request, the applicant may ask the grounds for the denial and may appeal the Provost's decision to the President of the University, whose decision is final and not subject to further appeal.