Tenure Clock Stoppage

The request for stoppage of the tenure clock for faculty in clinical departments should be made in writing from the Department Chair to the Dean of the School of Medicine and should include or address the following:

- The reason for the request must be included in the Chair's letter of request
- The action of the departmental promotion and tenure committee must accompany the request
- The request must be signed by the Chair and the faculty member
- The request must clearly state the time frame that the tenure clock is to be suspended
- The request must incorporate the goals to be achieved over this period of time
- If this suspended time is to be used for more clinical or program activity, a plan should be included explaining how these extra duties will be eliminated at the conclusion of the tenure clock stoppage
- An updated curriculum vitae and bibliography must be included with the request

If the faculty member's request for a tenure clock stoppage is not approved by the Department Chair, the faculty member can appeal that decision with the Dean of the School of Medicine