

2.1.5 Process For Extending Appointments

Formerly Known As Policy Number:

2.1.E

The circumstances described above (that extend a seven year tenure clock or a ten year appointment clock deadline) do not automatically extend the individual's appointment term. This must be accomplished through the normal processes, with the submission of a *Recommendation for Amendment of Professorial Appointment* form ([Appendix C](#) ^[1]) by the department and/or school. Such extensions of appointment terms under these circumstances will ordinarily be granted.

Faculty members with questions about the seven year tenure clock and ten year appointment clock policies and exceptions, and about the extension of appointment terms, should contact their Dean's Office or the Provost's Faculty Affairs Office.

SUMMARY OF TENURE AND APPOINTMENT CLOCK POLICIES

- Seven year tenure clock applies to all Tenure Line faculty
- Ten year appointment clock applies to Tenure Line faculty appointed after 8/31/96
- Only service at Stanford University counts toward either clock
- Periods of service in an untenured Tenure Line position as an Assistant Professor, Associate Professor and/or Professor count; however, periods of service in appointments designated as "Acting?", "Visiting," "Subject to Ph.D.?" or "Szego?" do not count
- Service does not have to be continuous to count
- Service after the start of the tenure review process does not count

Circumstances that may impact the deadlines	Extends Seven year tenure clock deadline	Extends Ten year appointment clock deadline
Part-time service is pro-rated	Y	N
Academic appointments made specifically to coincide with an administrative appointment or a designated project	Y	N
New parent extension	Y	N
Leave without salary (including childcare leave and Family Medical Care Leave taken as leave without salary)	Y	N
Pregnancy Disability	N	N
Reduced teaching load for new parents	N	N

Short term disability	N	N
Leaves for periods of pure research	N	N
Sabbatical leave	N	N
Provostially-granted exception for other personal circumstances (including long-term disability) that significantly disrupts teaching and scholarly activities for an extended period of time	Y	Y

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Links

[1] <http://fasa.stanford.edu/>