



ACADEMIC AFFAIRS  
Office of the Provost  
777 Glades Road, AD10-309  
Boca Raton, FL 33431  
tel: 561.297.3062  
fax: 561.297.3942  
[www.fau.edu/provost](http://www.fau.edu/provost)

**MEMORANDUM**

**TO:** Faculty, Chairs/Directors, and Deans

**FROM:** Bret Danilowicz, Provost and Vice President  
Academic Affairs

A handwritten signature in black ink that reads 'Bret Danilowicz'.

**DATE:** April 21, 2020

**SUBJECT:** Considerations for 2020 Evaluations

In consultation with UFF-FAU, it has been brought to our attention there is concern surrounding the potential effects of COVID-19 on the evaluative process, especially during the Spring 2020 semester. Pursuant to Article 10 of the Collective Bargaining Agreement and University Regulation 5.002, faculty must be evaluated. As such, the University will proceed with annual evaluations as scheduled.

When evaluating faculty performance for the Spring 2020 semester (including for the 2020 annual evaluation, SPE, and promotion and tenure purposes) evaluators will consider whether faculty made a good faith effort to timely transition course materials and assess student learning outcomes to comply with state-mandated remote instruction. While SPOTs and student comments may be considered, they must be reviewed in the context of the disruptive effects of COVID-19.

We continue to appreciate the efforts of the FAU Community, and especially our faculty members, during these challenging times. We know that in addition to your professional responsibilities, many of your personal lives have been affected by the global pandemic. Thank you for all that you do.