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April 27, 2022

Dear UTFA Colleagues,

In response to requests UTFA has received in the past few days regarding student course evaluations and the PTR process, this is a friendly reminder that, pursuant to [Article 5 of the COVID LOU](#) that UTFA negotiated with the Administration:

“any faculty member or librarian teaching a course that normally includes in-person classes in the period during which physical distancing measures were in place and in-person classes could not continue... **may determine whether or not the student course evaluations for courses taught in that period may be relied on** in any academic review process, **including the PTR process**, and that no adverse consequences will flow from a decision not to consider those course evaluations.” (emphasis added)

If any of your courses in 2021-2022 meet these criteria (i.e., “normally includes in-person classes in the period during which physical distancing measures were in place and in-person classes could not continue”) and you wish to exclude the student course evaluations in respect of any (or all) of those courses from the 2021-2022 PTR assessment (or any other academic review), we encourage you to email your department chair **as soon as possible**.

If you have any questions or require assistance, please reach out to us at faculty@utfa.org.

Sincerely,
Terezia Zorić
UTFA President

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