

**TO: All MUNFA members**  
**FROM: MUNFA Executive**  
**DATE: February 14, 2025**  
**SUBJECT: Promotion and Tenure File Mentors and Clinics**

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### **Promotion and Tenure Mentors:**

Early career Academic Staff Members preparing Promotion and Tenure (P&T) files often seek advice from various MUNFA committees on how to compile, format and present information for upcoming P&T reviews, but this help is best offered by colleagues from similar disciplines or backgrounds.

The MUNFA Executive is seeking volunteers to act as Promotion and Tenure Mentors on a by-request basis for tenure track Faculty Members and Librarians seeking advice on how to prepare a P&T file.

Mentorship may count as a service contribution in your own file. Mentors may be matched on the basis of Faculty or School, or by other considerations; a list of mentors will be compiled by MUNFA and circulated to the membership via IB. No contact or other information will be published without your consent.

Members interested in this opportunity should contact Dale Humphries at [labourmunfa@mun.ca](mailto:labourmunfa@mun.ca).

### **Promotion and Tenure File Clinic:**

The MUNFA Executive is pleased to announce Promotion and Tenure File Clinics will be held in May 2025. There will be sessions for St. John's and Grenfell Campus, and led by members of the Academic Freedom and Grievance Committees for each campus. The St. John's clinic will be led by Drs. Erika Merschrod (Chemistry) and Laleh Alisaraie (Pharmacy); the Grenfell Campus clinic will be led by Prof. Andrew Testa (Visual Arts).

Faculty Members and Librarians with questions about their P&T files, or P&T Committee members with specific questions about the review process are invited to attend. Additional clinics may be added if interest is high. Details will follow via IB in late February.

**Members interested in attending a clinic, or any Academic Unit wishing a session specific to their Unit, should contact Dale Humphries at [labourmunfa@mun.ca](mailto:labourmunfa@mun.ca).**