

FACULTY SENATE ISSUE FORM
Date Submitted: December 8, 2022
Title of Issue (a short descriptive title by which the issue may be referenced)
Proposed revisions to Guidelines for Named Chairs and Named Professorships
Description of Issue: The Academic Affairs Leadership Team recommends changes to the Guidelines on Named Chairs and Guidelines on Named Professorships.
Rational for Submission: The revisions are made to more clearly state the expectations for named chairs and named professors, the in-depth performance review process, and reappointment procedures.
Name: Judy Bowman, submitted on behalf of Austin Agho and the Academic Affairs Leadership Team
Department: Academic Affairs
Date: December 8, 2022
Signature: Judy Bowman
For Faculty Senate Use Only
Assigned to Committee:
Date Assigned:

Guidelines for Named Chairs

I. Statement of Purpose and Expectations

The purpose of the award of a named chair is to further the University's goal to attract and retain nationally recognized distinguished scholars and researchers. A named chair must be a full professor who has demonstrated sustained excellence in research and teaching and will significantly contribute to the University. Under exceptional circumstances, an associate professor may be considered. The holder of a named chair is a person of national stature.

The recipient must have a distinguished record of accomplishments in their field, as indicated by research, publication, external funding, creative endeavors, awards and honors, and leadership positions in national and international professional organizations. Named chairs serve as models of professional accomplishment and commitment to the mission of the University.

Appointments to named chair positions are for a five-year period, and they are renewable based on an in-depth performance review. With input from the department chair or director, the Dean will provide the recipient with an initial appointment letter outlining research, teaching, and service expectations over the next five years as well as the evaluation and award renewal process. Upon reappointment, the Dean will provide the recipient a letter outlining updated expectations for the next five-year period.

Normally, named chairs do not hold administrative posts such as Dean, Vice President, or Provost and Vice President for Academic Affairs.

II. Selection Procedures

- A. The selection and appointment procedures followed shall be fully consistent with the institution's promotion and tenure policies and other applicable personnel policies.
- B. If candidates for the named chair are sought by a national search, they may be nominated or apply. If no national search is held, candidates may be nominated by college deans, the Provost and Vice President for Academic Affairs, or the President.
- C. When an external candidate is an applicant for the named chair, the candidate must be reviewed for appointment according to the usual procedures and criteria of the department/school/college in which the appointment will be made.
- D. The application or nomination will be recommended by the department's Promotion and Tenure Committee.
- E. The college Dean shall forward applications or nominations for named chairs with their recommendation to the Provost and Vice President for Academic Affairs. The application or nomination must include the following.
 1. A letter stating the rationale for the appointment and addressing the criteria for the named chair.
 2. The candidate's curriculum vitae.
 3. A narrative description of the candidate's record of accomplishments meriting the appointment.
 4. A statement of the perceived relation of the appointment to achieving the University's mission and goals and strategic plan.
 5. A detailed statement of the candidate's interests, the future direction of their pursuits, and perceived benefits to the University, college and department/school.
 6. The Dean should identify the source of funds to cover the expected financial commitment.
- F. The Provost and Vice President for Academic Affairs shall call a meeting of the Named Chair Selection Committee whose membership includes:
 1. Provost and Vice President for Academic Affairs, who will serve as committee chair
 2. Vice President for Research
 3. Vice Provost for Faculty Affairs and Strategic Initiatives

4. Three top scholars appointed by the President to serve for a renewable three-year term.
- G. The Named Chair Selection Committee reviews the nominations and supporting materials and sends a recommendation to the President.
- H. The President reviews all supporting materials and makes a recommendation to the Board of Visitors for final approval of the appointment.

III. Reappointment Procedures

An in-depth performance review to determine reappointment to the named chair will be conducted every five years. The review process will begin in the spring of the fourth year. Procedures for the five-year in-depth performance must at a minimum involve the department chair and college Dean, who may choose to seek input from external reviewers. The non-reappointment of a tenured named professor will not result in the loss of their faculty position but will result in the loss of whatever additional compensation or other benefits attached specifically to the named chair.

-Approved by the Board of Visitors
June 15, 2004
Revised December 4, 2014 (eff. 1/1/15)
Transitioned to University-Level Policy
December 10, 2021

Guidelines for Named Chairs

I. Statement of Purpose and Expectations

The purpose of the award of a named chair is to further the University's goal to attract and retain nationally recognized distinguished scholars and researchers. A named chair must be a full professor who has demonstrated sustained excellence in research and teaching and will significantly contribute to the University. Under exceptional circumstances, an associate professor may be considered. The holder of a named chair is a person of national stature.

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The recipient must have a distinguished record of accomplishments in their field, as indicated by research, publication, external funding, creative endeavors, awards and honors, and leadership positions in national and international professional organizations. Named chairs serve as models of professional accomplishment and commitment to the mission of the University.

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Appointments to named chair positions are for a five-year period, and they are renewable based on an in-depth performance review. With input from the department chair or director, the Dean will provide the recipient with an initial appointment letter outlining research, teaching, and service expectations over the next five years as well as the evaluation and award renewal process. Upon reappointment, the Dean will provide the recipient a letter outlining updated expectations for the next five-year period.

Deleted: Each named chair shall receive a document from the Dean, with input from the department/school chair or center director where appropriate, outlining research expectations over the next five years.

Normally, named chairs do not hold administrative posts such as Dean, Vice President, or Provost and Vice President for Academic Affairs.

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II. Selection Procedures

A. The selection and appointment procedures followed shall be fully consistent with the institution's promotion and tenure policies and other applicable personnel policies.

B. If candidates for the named chair are sought by a national search, they may be nominated or apply. If no national search is held, candidates may be nominated by college deans, the Provost and Vice President for Academic Affairs, or the President.

C. When an external candidate is an applicant for the named chair, the candidate must be reviewed for appointment according to the usual procedures and criteria of the department/school/college in which the appointment will be made.

D. The application or nomination will be recommended by the department's Promotion and Tenure Committee. E. The college Dean shall forward applications or nominations for named chairs with their recommendation to the Provost and Vice President for Academic Affairs. The application or nomination must include the following.

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1. A letter stating the rationale for the appointment and addressing the criteria for the named chair.

2. The candidate's curriculum vitae.

3. A narrative description of the candidate's record of accomplishments meriting the appointment.

4. A statement of the perceived relation of the appointment to achieving the University's mission and goals and strategic plan.

5. A detailed statement of the candidate's interests, the future direction of their pursuits, and perceived benefits to the University, college and department/school.

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6. The Dean should identify the source of funds to cover the expected financial commitment.

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F. The Provost and Vice President for Academic Affairs shall call a meeting of the Named Chair Selection Committee whose membership includes:

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1. Provost and Vice President for Academic Affairs, who will serve as committee chair

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2. Vice President for Research

3. Vice Provost for Faculty Affairs and Strategic Initiatives,

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4. Three top scholars appointed by the President to serve for a renewable three-year term.

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- G. The Named Chair Selection Committee reviews the nominations and supporting materials and sends a recommendation to the President.
- H. The President reviews all supporting materials and makes a recommendation to the Board of Visitors for final approval of the appointment.

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III. Reappointment Procedures

An in-depth performance review to determine reappointment to the named chair will be conducted every five years. The review process will begin in the spring of the fourth year. Procedures for the five-year in-depth performance must at a minimum involve the department chair and college Dean, who may choose to seek input from external reviewers. The non-reappointment of a tenured named professor will not result in the loss of their faculty position but will result in the loss of whatever additional compensation or other benefits attached specifically to the named chair.

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-Approved by the Board of Visitors
June 15, 2004
Revised December 4, 2014 (eff. 1/1/15)
Transitioned to University-Level Policy
December 10, 2021

Guidelines for Named Professorships

I. Statement of Purpose and Expectations

The purpose of the award of a named professorship is to further the University's goal to attract and retain high performing scholars and researchers. A named professor must be a faculty member who has exhibited sustained excellence in teaching and/or research, and they will be expected to display an exemplary commitment to the University. The recipient will serve as a model of professional accomplishment and commitment to the mission of the University.

Appointments to named professor positions are for a five-year period, and they are renewable based on an in-depth performance review. With input from the department chair or director, the Dean will provide the recipient with an initial appointment letter outlining research, teaching, and service expectations over the next five years as well as the evaluation and award renewal process. Upon reappointment, the Dean will provide the recipient a letter outlining updated expectations for the next five-year period.

II. Selection Procedures

A. The selection and appointment procedures followed shall be fully consistent with the institution's promotion and tenure policies and other applicable personnel policies.

B. If candidates for the named professorship are sought by a national search, they may be nominated or apply. If no national search is held, candidates may be nominated by college Deans, the Provost and Vice President for Academic Affairs, or the President.

C. When an external candidate is an applicant for the named professorship, the candidate must be reviewed for appointment according to the usual procedures and criteria of the department/school/college in which the appointment will be made.

D. The application or nomination will be recommended by the department's Promotion and Tenure Committee.

E. The college Dean will forward the application or nomination and their recommendation to the Provost and Vice President for Academic Affairs, along with:

1. A letter stating the rationale for the appointment and addressing the criteria for the named professorship.
2. The candidate's curriculum vitae.
3. A narrative description of the candidate's record of accomplishments meriting the appointment.
4. A statement of the perceived relation of the appointment to achieving the University's mission and goals and strategic plan.
5. A detailed statement of the candidate's interests, the future direction of their pursuits, and perceived benefits to the University, college and department/school.
6. The Dean should identify the source of funds to cover the expected financial commitment.

F. The Provost and Vice President for Academic Affairs will consult the Named Chair Selection Committee and recommend to the President who will make a recommendation to the Board of Visitors for final approval of the appointment.

III. Reappointment Procedures

An in-depth performance review to determine reappointment to the named professorship will be conducted every five years. The review process will begin in the spring of the fourth year. Procedures for the five-year in-depth performance must at a minimum involve the department chair and college Dean, who may choose to seek input from external reviewers. The non-reappointment of a tenured named professor will not result in the loss of their faculty position but will result in the loss of whatever additional compensation or other benefits attached specifically

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