A great university’s greatness resides in its faculty. Thus, the acquisition and support of a faculty endowed position enhances an academic institution’s overall well-being, scholarship, and prestige. What is more, such endowments enable the institution to secure external funding and attract yet more high quality scholars and teachers. Endowed positions also form a foundation from which to recruit high caliber students. As such, this guideline is established to ensure that all named professors and endowed chairs clearly understand their roles and responsibilities in order to achieve SoHE’s shared goals for excellence and collegiality.

Appointment

The Memorandum of Agreement (MOA) that is formed with each donor will include guidelines that describe the nature of each specific named professorship or endowed chair, whichever the case may be. Qualified candidates should generally be scholars and/or leaders within their discipline as demonstrated by significant publications (or creative works of the highest quality), the holding of an elected office (and/or service on committees related to state, regional, national and international professional associations), and also distinguished teachers as evidenced by awards received or other marks of recognition bestowed by universities or other renowned organizations. The appointment process will be conducted in accordance with selection guidelines established by the SoHE (see attached). Regarding any appointment proposed with respect to any SoHE professorship/endowed chair, the Selection Committee will make a recommendation to the Dean, and the dean will make a final decision to appoint or not appoint. Regarding the Bascom professorship, the Committee will make a recommendation to the dean, who will subsequently make his/her recommendation to the Provost of the University.

Scholarly Roles and Responsibilities

The holders of all endowed positions are expected to provide leadership in the areas of scholarship and/or creative activities. In general, a person holding an endowed position will be expected the following:

- provide a role model leadership for collegiality
- maintain national visibility within the designated discipline through continuing scholarly and/or creative activities;
- seek external funding commensurate with the holding of a distinguished position within the discipline;
- serve as a role model for colleagues and students, and provide effective mentorship for junior faculty;
- maintain a high level of productivity within the discipline;
- contribute to the teaching and service missions of the university, and in ways appropriate to the position and the discipline.
In addition to these responsibilities that are expected of all tenured professors, holders of endowed positions will contribute to realizing the OneSoHE21 vision by engaging in one or more of the following:

- Teaching a graduate seminar on a Human Ecology topic that is part of the core SoHE graduate curriculum
- Organizing a SoHE colloquium on a Human Ecology topic that integrates perspectives from the four disciplines in SoHE
- Organizing and facilitating one or more brown bag mentoring sessions for pre-tenure faculty
- Organizing a SoHE outreach event on the topic of their scholarship that would communicate the Human Ecology perspective to a public audience

Stewardship Role and Expectations

The holders of all named positions are expected to provide stewardship for the donors. The stewardship activity may include, but should not be limited to, communicating with the donors about significant accomplishments and/or current activities, meeting with them as needed or providing a brief written summary to serve as an annual report. At least once a year, the holders as a group will convene with the Dean and the advancement team to discuss individual accomplishments and to devise a plan to advance the School’s mission and vision.

Review Process

For all endowed positions, the initial appointment will be for a period 3 to 5 years (not to exceed 5 years). After the initial appointment period, the holders of all endowed positions will be reviewed as described below. Reappointment to the endowed position is NOT guaranteed for any of the positions. It will depend on a number of factors:

- the successful completion of the review,
- the nature of the MOA with the donors, and
- the nature of the appointment (e.g., hired into the endowed/named position or rotating off among the faculty, or reapplication).

The formal review of any holder of an endowed position will follow a process similar to that of the post-tenure review. The holder’s portfolio should include:

- a statement of accomplishments during the time period holding the named position in research, teaching, service, and/or outreach engagement; documentation
- including whichever of the following are relevant to the particular chair/professorship:
• copies of all publications and grant proposals submitted and funded, and acceptable evidence of any additional research, creative activity and/or outreach engagement accomplished during the review period;
• syllabi, websites and other classroom materials, either used and/or developed, that give evidence of a excellence level of instruction;
• evidence of service to the university, the community, and/or the discipline as deemed appropriate by the holder of the endowed position;
• any other relevant material the holder or committee deems appropriate.

The Review Committee will be appointed by the Dean. It will be the review committee's responsibility to review this material by the end of the fall semester (preferably no later than November 1) and submit a written assessment as to what extent the appointee has met the expectations for roles and responsibilities for the named position.