

**Title** – Policy for Identifying and Appointing Faculty to Named Professorships

**Policy Abstract** – The policy outlines the process to be followed by the Provost’s Office for appointing faculty to named or endowed professorships.

**Responsible Office** – Provost’s Office, Academic Affairs

**Official** – Mark S. Schantz, Provost and Vice President for Academic Affairs

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**Applies To** – all tenure-track faculty

**Effective Date** – 10/1/2012

**Revision Dates** –10/1/2012 – New

**2. Introduction/Background** – The College has a number of named professorships dating from 1924 to the present. Until the endorsement of this policy, however, it did not have a written process for naming faculty to those professorships when an existing one is vacated or a new one is endowed. Not all named chairs currently have endowment funds supporting them, but all chair holders are eligible for specific funds designated in the Provost’s Office for professional development and research.

**3. Purpose** – to establish a process by which faculty are appointed to professorships endowed in honor of either distinguished former faculty and personages of the College or after individuals who have endowed the chairs.

**4. Applicable Regulations** – SACS-COC *The Principles of Accreditation*, Comprehensive Standard 3.7.3: The institution provides ongoing professional development of faculty as teachers, scholars, and practitioners.

**5. Policy Statement** – When an existing professorship is vacated or a new one is endowed,

- The Provost's Office will identify all qualified candidates for the professorship (based on provisions of the professorship and credentials of the faculty),
- The Provost and Associate Provost will review the candidates and, based on credentials, scholarly record, teaching, and service to the College, identify a recipient and share that name with the Promotion and Tenure Committee,
- The Provost will recommend an appointment to the President, and
- The President and Provost will notify the recipient by formal letter.

**6. Details** – Provisions for professorships will be confirmed with Institutional Advancement. Subsequent to the appointment, the Provost’s Office will notify the Finance Office of any reassignment of endowed funds for faculty position relief.

**7. Definitions** – SACS is the Southern Association of Colleges and Schools-Commission on Colleges.

**8. References** – *The Principles of Accreditation*. Comprehensive Standard 3.7.3. SACS-COC (2012), 31.