



NORTH CAROLINA AGRICULTURAL AND TECHNICAL STATE UNIVERSITY

SEC. II – FACULTY: EMPLOYMENT TERMS 2.0

ENDOWED PROFESSORS, CHAIRS, AND ADMINISTRATORS

UNIT POLICY—ACADEMIC AFFAIRS

I. APPLICABILITY

This policy applies both to endowed faculty positions created pursuant to the UNC Board of Governors' Policy 600.2.3 ("Distinguished Professors Endowment Trust Fund," which requires changes in plans to be approved by the Board of Trustees, President, and sometimes the Board of Governors) and any other donor created endowed position(s), with the latter including endowed chairs, professors, and academic administrative positions. Only the Vice Chancellor for Advancement or the Chancellor may enter into an agreement on behalf of A&T with a donor about the terms of an endowed position.

II. POSTING OF POSITION

When a position of an endowed chair, professor or academic administrative position is to be filled by a new appointment, a position announcement will be developed and posted as are other position openings. Among other items, the position announcement shall describe the standards for selection.

However, in the discretion of the Chancellor and Provost, an A&T employee or a new hire may be named to an endowed chair, professor, or academic administrative position without a posted, competitive search. A non-competitive appointment should be used infrequently and only in special circumstances.

III. CRITERIA FOR APPOINTMENT

Absent a clear indication by a donor to the contrary, all endowed positions may be filled either from within or outside the University. For a person to be appointed pursuant to this policy, the person must either be a tenured associate professor or of higher rank at A&T, or meet the criteria for immediate tenure. In addition, the person being considered for an appointment must possess a distinguished record of scholarly productivity, funded research, and teaching excellence. This distinguished record will be judged on a national level based upon the current peer institutions selected by the UNC Board of Governors and UNC system peer institutions. An external candidate shall be evaluated for tenure prior to the time of appointment. Candidates must show evidence of distinction in their discipline during at least the three years immediately preceding appointment. An appointment to an endowed chair position must be at the rank of a full professor and may include an endowed dean or department chair position. An appointment to an endowed professor position must be at the rank of an associate professor or higher. The salary and benefits provided to an endowed chair will be greater than those provided to an endowed professor.

IV. SELECTION PROCEDURE

- A. For the appointment of an existing A&T employee or new hire to an endowed position without a posted and competitive search, the proposed appointee shall submit both a curriculum vitae to the requesting departmental chair reflecting the individual's cumulative accomplishments and an employment application, and go through the departmental and college/school reappointment/promotion/tenure process using the form for a promotion. Favorable decisions by the dean and Provost are required to advance the appointment to the Chancellor.

- B. For a competitive search (whether the ultimate selection comes from within or outside the University), the application package will include a candidate's curriculum vitae reflecting the individual's cumulative accomplishments. Candidates must also submit three letters of reference from persons who have essential knowledge of the candidate's professional skills, capabilities, and accomplishments; an employment application; and meet other University requirements for academic employment including requirements specified by the Office of Human Resources.

The Provost will appoint a five person selection committee that will be charged with reviewing and ranking all application packages. At least two members of the committee will be outside the major department from that of the endowed position sought. Those persons presenting the most outstanding credentials (with respect to lifetime achievements, as well as maintaining a current record of research and teaching excellence) will be invited for an on-campus interview. After an appropriate evaluation,

the selection committee will recommend a candidate to the Dean, who will then provide a recommendation with an assessment to the Provost, for consideration. The Provost may accept the recommended candidate or send forward the name and credentials of another applicant to the Chancellor, along with the recommended salary, duties, and conditions of appointment. The Provost and the Chancellor must both approve a person's appointment pursuant to this policy so as to assure uniformity across the University.

V. APPOINTMENT

The Chancellor shall appoint selected candidates pursuant to this policy.

VI. SALARY AND BENEFITS

The distinction between an endowed chair and endowed professor is the amount of the endowment, and thus the resulting benefit to the appointee.

An appointment pursuant to this policy, to the extent permissible by the terms of the endowment, shall involve a fixed supplemental payment in addition to the person's base faculty salary from his/her department. The Dean and department chair shall establish the salary supplement after reviewing the anticipated endowment distributions. The salary supplement and fringe benefits for an endowed chair or professor might, if permitted by the endowment, include funds for professional development, travel, and student support. When the appointment ends, the salary supplemental and fringe benefits end, even if there is a grievance pending concerning the end of the appointment. Upon the end of the appointment, the person's salary consists of only the base faculty salary from the department.

VII. OBLIGATIONS OF APPOINTEE

A distinguished chair/professor is generally responsible for maintaining a high level of scholastic achievement as exemplified by the following list. It is not expected that an appointee will meet every criteria listed; this provides guidance on general expectations.

An appointee will be expected to:

1. have and maintain a national reputation for scholarly achievement in his/her discipline,
 2. maintain a high level of productivity within the discipline,
 3. develop external funding commensurate with the holding of a distinguished position within the discipline,
 4. continue to engage in outstanding teaching,
 5. mentor student research,
 6. mentor junior faculty,
 7. assist the Department and College with academic program innovations and other activities,
- and

8. exemplify the initiative, standards of ethics and moral integrity, and service befitting the honored recognition associated with such an appointment.

An appointee shall submit an annual report of activities to the person's Department chair, which will be shared by the chair with the donor or summarized and shared with the donor.

VIII. TERM OF APPOINTMENT

An appointment pursuant to this policy shall be for a term of five (5) years, unless otherwise stated in the endowment agreement. A new appointment may be granted for an additional five (5) years after faculty input, recommendation by the Dean/supervisor, and approval by both the Provost and Chancellor based upon evaluating performance of the above stated obligations. Also, to be considered in the decision whether or not to grant a second or later appointment is whether a new appointment is consistent with the University goals and the purposes of the endowed position. The appointee will be notified at least 365 days prior to the end of the five (5) year term of the University's intention not to grant a new appointment for an additional five (5) year term.

A faculty appointment pursuant to this policy does not terminate because the person assumes an administrative position; the term is unchanged and the decision and procedure for a new appointment remain the same. However, the appointment automatically terminates when a person ceases employment with the University, is given a notice of intention to discharge, enters phased retirement, or in some other manner becomes a part time employee.

IX. PRIVILEGES ASSOCIATED WITH APPOINTMENT

The holder of a distinguished chair, professor, or administrative appointment is entitled to:

1. Identification with the name of the chair, professorship, or administrative position in all University releases or publications in which the faculty member's name appears;
2. An adjustment to the appointee's workload, in consultation with his/her Chair and the Dean; and
3. Other negotiated privileges supported by the Department, College, and/or University.

Any endowment agreement existing at the time this revised policy is approved and that contains terms contrary to this policy shall be honored.

Approved by the Chancellor

Date revised policy is effective: Upon approval for new appointments thereafter and for subsequently created endowed positions.

First approved: Prior to September 2015

Revised: November 9, 2015