



**Loyola University Chicago**  
**Endowed Chairs and Professorships**  
**Protocol Document**

(Submitted by Faculty Affairs UPC and Approved by President: March, 2005;  
Revised and Approved by Council of Deans: August 27, 2013)

**I. Purpose of Endowed Chairs and Professorships:**

For a member of the Loyola University Chicago faculty to be appointed to hold an endowed chair or endowed professorship is an honor to the University, the individual, and the faculty member's school or college, and the benefactor(s) who partnered with the University to make the endowment supported appointment possible. One important purpose of such appointments is to enable the person receiving this honor to make greater contributions to their field and to the educational mission and goals of the University. Another important purpose is to fulfill respectfully the expressed intentions of the benefactor(s) who made the endowed chair or professorship possible. Thus, those faculty who may be selected or recruited for this honor at Loyola University Chicago endowed professorships or endowed chairs must continue to perform as exemplary academicians, excellent colleagues, and persons in whose accomplishments the University and the benefactor(s) can rightfully take pride.

**II. Categories of Endowed Chair or Endowed Professorships:**

The following categories are intended to be illustrative of the kinds of faculty appointments which might be supported by endowment funding and also carry the name of the benefactor and / or the discipline or field of study. In the paragraphs below the purpose of the category, general conditions for candidacy, term of appointment, and evaluation procedures are specified.

**A. Endowed Chairs and Endowed Professorships:**

1. Appointment to a named and endowment-supported chair or a named and endowment-supported professorship is among the highest academic recognitions faculty may have the privilege of enjoying as active teaching-scholars. Candidates for this prestigious level of recognition must be outstanding faculty performing in the top echelons of their disciplines or professional fields, having achieved national and international recognition for their sustained and influential contributions. The holder of a named endowed chair or endowed professorship shall be evaluated annually in accordance with the policies and procedures used to evaluate other continuing tenured faculty in his or her department and school.
2. Appointment to named endowment-supported chairs or professorships is typically associated with adjustments to one's faculty responsibilities and special levels of support in order to assist the appointee to continue to excel at the highest level of his or her potential. Therefore, every five years (or in the final year of appointment) the university shall conduct a summative evaluation of the person's accumulated contributions and achievements. The process of review should be similar to the

internal reviews conducted for promotion in the given department and college or school in which the endowed faculty member holds appointment. External reviews of the work of the endowed chair or professor are not required, but may be solicited at the request of the incumbent or the dean. The reappointment also will be reviewed by the University Rank and Tenure Committee (URTC), which will make its recommendation to the Senior Academic Officer (the Provost or Vice President for Health Sciences, as applicable). If the endowed chair or professor under review is also the Senior Academic Officer, the UTRC recommendation is made to the President.

3. Unless the enabling documentation creating the endowed chair or professorship specifies otherwise, a faculty member who has made consistently excellent contributions in scholarship, teaching, and service may be recommended to enjoy another five year term as the holder of the endowed chair or endowed professorship. In this way persons appointed as endowed chairs or endowed professors may continue to demonstrate that they deserve and should continue to enjoy the endowed chair or endowed professorship as long as they are members of the faculty of the University. A person holding an endowed chair or endowed professorship may resign from that appointment at any time without prejudice or may decline to petition for renewal of that appointment at the completion of a given five year term.

#### **B. Endowed Junior Professorships:**

1. The purpose of these appointments is to recruit talented teaching-scholars to the University faculty. Candidates are persons qualified to hold tenure track appointment and who show exceptional promise in their early years in the profession. (Exceptions to a tenure track appointment are possible if a non-tenure stream position is specified in the endowment's enabling documentation.) Appointment may be made at the rank of assistant professor (for advanced assistant professors) or associate professor. Appointments as endowment-supported junior professors cannot be more than five years in duration and they automatically discontinue if the person is promoted to the rank of Professor.
2. The faculty responsibilities of a person holding a junior professorship are the same as other faculty of the same rank and research classification (e.g. research-intensive, research-active). Depending on the conditions of the enabling documentation, the endowment may provide the person with support for research, professional development, or teaching related expenses.
3. Persons appointed to endowed junior professorships shall be evaluated following the same procedures that apply to other junior faculty. Petitions for tenure and promotion of endowed junior professors will be evaluated with the expectation of higher levels of productivity in proportion to the additional resources made available to the candidate. Being appointed as the holder of an endowed junior professorship is not a guarantee of future tenure. If at any point the person is deemed not to be making steady and strong progress toward tenure, the dean may recommend that the honor of the holding the endowed junior professorship be withdrawn, e.g. effective at the end of the academic year.

### **C. Endowed Visiting Chairs or Professorships:**

Typically used to support the most accomplished senior scholars, distinguished artists or professionals who might be visiting the University for a specific period of time, appointment to an endowment-supported faculty chair or professorship, along with the title, and such unique responsibilities and privileges associated with it, is of fixed term duration. The chief purpose of this form of endowed chair or professorship is to bring a continuing stream of exceptional scholars, practitioners, and artists of significant stature and accomplishment to the University to enrich our programs and our academic community. In virtually all cases, therefore, endowed professorships are used to attract visiting professors and are designated with titles which indicate that purpose. Persons holding visiting endowed professorships are evaluated according to the policies and procedures which normally apply to non-tenure-track full time faculty in the given department and school. Appointment to an endowed visiting chair or professorship is non-renewable; although the persons who have held those appointments may be subsequently appointed to the university faculty in some other position.

### **III. Appointment Processes:**

Appointments of persons to endowed chairs or endowed professorships are made by the President and the Senior Academic Officer. Candidates for appointment may be nominated by the dean of the college or school acting in consultation with the senior faculty of the relevant academic department, faculty affinity group, or university center of excellence. In all cases involving the appointment of a person at a senior rank, the file of candidate being proposed shall be reviewed by the URTC after having first been reviewed by the home department and the school's elected R&T committee. Because of the variability of kinds of appointment – junior (assistant or associate professor) or senior (full professor), internal or external, one semester or two semester visiting or multi-year renewable – and because at time the most qualified candidate may have to be recruited away from his or her current position, no single procedure can be specified, beyond the provisions set forth above, for how the most qualified candidate is identified and recruited to the endowed position.