

Augusta University

Policy Library

Distinguished Faculty Titles Policy

Policy Owner: University HR Services

POLICY STATEMENT

Distinguished Faculty Titles may be awarded to qualified faculty in recognition of distinguished excellence in research, teaching, and/or patient care. Different categories of distinguished faculty titles have been established by Board of Regents Policy 8.3.2.2, as described below, to represent a broad range of diverse specialties within an institution. Levels have been established to recognize the amount of funding required to establish an endowed distinguished title that may be used as a recruiting tool to attract high-quality faculty, or may be used as salary supplements to recognize significant contributions of its current renowned faculty.

This policy describes the types of distinguished faculty titles that can be awarded at Augusta University, the procedures by which they can be awarded, the evaluation process for holders of distinguished faculty titles, and the relationship of distinguished faculty positions to rank and tenure. These procedures and guidelines are in accordance with Board of Regents policies.

Augusta University recognizes that certain faculty should be honored with distinguished titles in recognition of outstanding excellence in research, teaching, and/or patient care. These honors are important for the recruitment and retention of high-quality faculty with national and/or international reputations.

AFFECTED STAKEHOLDERS

Indicate all entities and persons within the Enterprise that are affected by this policy:

- Alumni Faculty Graduate Students Health Professional Students
 Staff Undergraduate Students Vendors/Contractors Visitors
 Other:

DEFINITIONS

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PROCESS & PROCEDURES

An endowed faculty position may be established or announced as a faculty position at Augusta University only with prior approval of the Board of Regents and in accordance with Board policy (BOR Policy 8.3.2.2). Likewise, the appointment of a holder of an endowed faculty position must be approved by the Board. The Provost will submit a request to establish a new distinguished title after confirmation from the appropriate foundation that the funds are available (see Table in Appendix).

Office of Compliance and Enterprise Risk Management Use Only

Policy No.: 435

Policy Sponsor: Type the title of the Executive Leader of the department.

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Announcement of and recruitment for the distinguished faculty title are prohibited until the establishment of the distinguished faculty title has been approved by the BOR. The process to select a holder of an endowed position shall not begin until the following matters have been proposed by the appropriate dean or chief officer of the library and approved by the Provost and the President of the university. (Note: Any further reference to “dean” shall indicate also the chief officer of the library.)

1. Type of appointment, including duration of term(s) and, when applicable, number of possible terms.
2. Departmental placement of and responsibility for the position.
3. Faculty rank for the holder.
4. Tenure considerations, if any.
5. Expectations for performance by the holder.
6. Salary range and anticipated endowment support for salary and other aspects of the position.
7. Procedures for selecting the holder.

The criteria for selection must indicate the desired field of expertise and requirements of experience and credentials. Procedures for selection must include the membership of the search committee, the planned steps in selection, and the expected duration of the process.

It shall be the dean’s responsibility to ensure that all descriptions of the position and communications with applicants accurately reflect the full requirements, arrangements, and expectations for the position. Copies of the university policy for endowed faculty positions shall be presented to each finalist.

Types of Endowed Faculty Appointments

There are two types of appointment for any endowed faculty position at Augusta University. In both cases, the holder of an endowed faculty position is employed under written contract and is subject to the personnel policies of the Board of Regents as well as all university policies that apply to faculty members.

Single Term Appointment

Such an appointment is for a single term intended to range in duration from a single calendar unit (e.g., quarter, semester, summer session) to five years. If the intended term is longer than one year, the offering of a contract for each succeeding year is contingent upon the holder’s performance and the needs of the university.

The letter of appointment to a single-term appointment will state that in no circumstances shall the holder be employed in the endowed faculty position longer than the intended term. In cases where the intended term is longer than one year, the letter will also state that contracts for subsequent years of the term are contingent upon the holder’s performance and the needs of the university.

The letter of appointment to a single-term appointment will state that in no circumstances shall the holder be employed in the endowed faculty position longer than the intended term. In cases where the intended term is longer than one year, the letter will also state that contracts

for subsequent years of the term are contingent upon the holder's performance and the needs of the university.

1. Distinguished scholars who are in temporary residence at the institution while participating in planned academic programs;
2. Visiting scholars who are in temporary residence at the institution for special academic programs or purposes;
3. Institution faculty who have made unique contributions to academic life or to knowledge in their academic discipline; and,
4. Institution faculty of any academic rank irrespective of tenure status, who have been selected for teaching excellence through procedures established by the institution.

Renewable-Term Appointment

A renewable-term appointment is one for which the university may renew the holder's initial term for a definite or indefinite number of times thereafter, contingent upon the performance of the holder and the needs of the university. Terms may be three years or shorter. The contract for each year within a multi-year term is contingent upon the holder's performance and the needs of the university.

The letter of appointment to a renewable-term appointment will specify the length of the initial term as well as the length and number of subsequent terms to which the holder is eligible for reappointment. The letter also will state that contracts for individual years of any term are contingent upon the holder's performance and the needs of the university.

Reappointment of a holder to a subsequent term in an endowed faculty position will be conditional on a satisfactory report of the holder's performance in the position. In cases where the initial term is less than three years, the holder will be evaluated solely through regular procedures for the annual evaluation of faculty, although the evaluator will be obligated to take into consideration any special responsibilities or expectations of the endowed faculty position. The evaluator will, where applicable, provide a copy of the evaluation to the dean, who will recommend to the Vice President for Academic and Faculty Affairs whether the holder will be appointed to a subsequent term.

When the holder is reappointed to a subsequent term which will add up to at least three years in the position, or when the initial term is set at three years, there must be a special evaluation of the holder's performance.

This evaluation must be conducted separately from and in addition to regular procedures for annual evaluation and, when applicable, tenure and promotion. Although the special evaluation does not supplant any other required evaluations, its results must be taken into consideration in any regular evaluations of the holder thereafter. The special evaluation must be completed at least one year prior to the conclusion of the holder's current term, except in cases where the third year is a single year contract. In such cases, the special evaluation must be completed by the end of the Fall semester of that year.

The special evaluation of the holder of an endowed faculty position must meet the following requirements:

1. Be conducted under the authority of the Provost, who is responsible to the President for the proper administration of all policies related to endowed faculty positions.
2. Be supervised by the dean of the college, who is responsible for the fair and prompt conduct of the evaluation, and who must recommend reappointment or non-reappointment to the Provost.
3. Incorporate the special knowledge of the holder's performance gained by the department chair (where applicable). The holder must submit to the department chair a portfolio whose purpose will be to establish that the expectations of the appointment have been fulfilled. The department chair must make a recommendation to the dean of either reappointment, reappointment with reservations, or non-reappointment, together with a brief report explaining the reasons for the recommendation. A copy of the chair's report must then be forwarded, together with the holder's portfolio, to the faculty committee (see below).
4. Rely upon the judgment of a review committee composed of five faculty members, two from the holder's department and three from other departments, all of whom are to be of the holder's academic rank or higher if possible.
 - a) The two members from the holder's department must be recommended to the dean by the faculty of the department, and the other three must be recommended by the Provost.
 - b) The review committee will elect one of its members as chair and proceed with a broad-based review of the holder's performance in the light of the expectations established for the endowed faculty position.
 - c) The review must include at least a survey of faculty opinion in the holder's department and an examination of the supporting portfolio submitted by the holder.
 - d) The review committee must recommend directly to the Dean either reappointment, non-reappointment, or reappointment with reservations.
 - e) This recommendation must be accompanied by a brief report explaining the review process and the reasons for its recommendation. Any and all documents of opinion reviewed or received by the committee during the review process must be made available to the holder upon request.

The holder of the endowed faculty position must be offered an opportunity to respond to the recommendations of the review committee and/or the department chair. The dean, having received both reports, must provide the holder a copy of the department chair's report; and must provide the holder and the department chair a copy of the review committee's report. The holder will be allowed 15 working days to make any desired written response to either or both of the reports. After taking any response into consideration, and following any appropriate discussions with the holder and the chair of the department, the dean must then recommend to the Provost whether the holder shall be reappointed for an additional term. In doing so, the dean must transmit to the Provost the original recommendations of the review committee and the department chair and any written response from the holder.

Relationship of Endowed Faculty Positions to Rank and Tenure

Decisions on rank and tenure are separate from decisions on appointment and reappointment to endowed faculty positions, except that any special evaluation of a holder for the purpose of reappointment must be taken into consideration in any subsequent decision on rank or tenure.

A faculty member may hold an endowed professorship and be identified as the “ _____ Professor of _____ ” but still hold academic rank that is less than that of professor.

If a tenured faculty member is appointed to an endowed faculty position and then is later removed from it, the removal from the endowed faculty position does not constitute removal of tenure. Likewise, if a faculty member is awarded tenure while holding an endowed faculty position and then is later removed from the position, the removal does not constitute a removal of tenure.

Categories (for further details, see Appendix):

Endowed Academic Positions: titles awarded to prominent faculty for funding support for a specific position or continued enhancements within a particular discipline for which the endowment was established.

GRA Eminent Scholar: established to attract eminent scholars to the Institution with funding support from the Georgia Research Alliance and matching funds from private donors to meet the minimum financial contribution required for the endowed scholar. The honorary titles are uniquely named as determined by the specifications of the private funding agent or the benefactor.

Eminent Scholar: established to attract eminent scholars to the Institution with funding support from the University System of Georgia - Georgia Eminent Scholars Endowment Trust Funds and funds from private donors to meet the minimum financial contribution required for the endowed chair. The honorary titles are uniquely named as determined by the specifications of the private funding agent or the benefactor.

Regents’ Professorships: awarded to outstanding faculty members of the four Research Universities within the University System of Georgia per Board of Regents Policy 8.3.2. These are awarded for an initial three-year period. A second three-year period is subject to a recommendation from the Institutional President. Status is considered permanent following the second three-year period (or after six-years’ service).

Regents’ Researchers: awarded to outstanding principal researchers of the four Research Universities within the University System of Georgia per Board of Regents Policy 8.3.2.1. These are awarded for an initial three-year period. A second three-year period is subject to a recommendation from the Institutional President. Status is considered permanent following the second three-year period (or after six-years’ service).

Separate endowed funded positions:

The establishment of a new distinguished faculty title must be approved by the Board of Regents (BOR Policy 8.3.2.2). The Provost will submit a request to establish a new distinguished title after confirmation from the Foundation that the appropriate funds are

available (see Table on next page). Announcement of and recruitment for the distinguished faculty title are prohibited until the establishment of the distinguished faculty title has been approved by the BOR.

REFERENCES & SUPPORTING DOCUMENTS

Appendices

Board of Regents Policy Manual Section 8.3.2, 8.3.2.1, 8.3.2.2:

http://www.usg.edu/policymanual/section8/policy/C245/#p8.3.2_regents_professorships

BOR Minutes, 1946-47, pp. 166-167

BOR Minutes, 1947-48, pp. 252-253

BOR Minutes, 1988-89, pp. 246-247

BOR Minutes, 1989-90, pp. 147-148

RELATED POLICIES

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APPROVED BY:

President, Augusta University and CEO, AU Health System Date: 06/13/2017