

# UO SCHOOL OF JOURNALISM AND COMMUNICATION NAMED AND ENDOWED FACULTY POSITION POLICY

Unit	SOJC
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## Allocation and Review of Endowed Faculty Positions

### I. Purpose of Endowed Faculty Positions

The purpose of endowed faculty positions (dean, chair, professorship, fellowship, named scholar) is to recruit and retain faculty with outstanding scholarly, professional and/or creative records who will provide leadership that enriches and strengthens their area or specialization, the school, and the university. They are distinguished faculty positions that consistently represent prestige, leadership, renown, and broad responsibility to their area, the university, and to their discipline.

Faculty who receive this honor must continue to perform as exemplary scholars, excellent colleagues, and faculty in whose accomplishments the university and donor rightfully can take pride.

Faculty who thus excel can, in general (depending on gift language or other limitations), expect to retain their endowed roles when they come up for renewal. However, there is an expectation of continuous top performance for endowed roles to be retained over time.

### II. Allocation of Endowed Faculty Positions at the School Level

With regard to the allocation of new or recently available endowed faculty positions in the school, the dean will solicit from SOJC associate/assistant deans, area and program directors and faculty the names of colleagues who would be strong candidates for available endowed chairs, professorships, fellowships, and faculty scholar positions. SOJC leadership will consult that pool of recommendations as they consider the allocation of endowed positions by two means:

#### A. Strategic Appointments for Recruitment and Retention

Available endowed faculty positions that are sufficiently funded may be offered strategically for recruitment and retention at the dean's discretion and will generally not be used for open competition among current faculty.

#### B. Appointment by Faculty Applications for Endowed Faculty Positions

Available endowed faculty positions that are sufficiently funded may be open for application. The dean will announce an available position and invite applications from all faculty who are eligible for the position.

The dean's announcement will specify any constraints particular to the position.

Faculty members interested in being a candidate for the position will submit a candidate's statement and current CV to the area or program director most associated with their work. The director will add a letter of support. If more than one faculty member from a program or area submits an application, the director must rank the applications before submitting the application packets to the dean. In case a director would like to be considered, they may submit directly to the senior associate dean.

#### C. Criteria for Awarding Endowed Faculty Positions

In general, endowed faculty positions will be awarded to faculty members who have far exceeded the criteria for promotion and tenure or promotion to full professor, depending upon their current rank. In the case of career faculty, generally candidates have far exceeded the criteria for professor of practice. The dean will also be guided by any additional criteria required by the university for awarding endowed faculty positions.

SOJC criteria will include:

- An outstanding and sustained record of productive and impactful research, publication, creative activity, and/or scholarly achievement appropriate to the discipline and areas of specialization, sufficiently consistent in quantity and quality to support a reasonable expectation of continued outstanding performance and contribution;
- A continuing record of strong teaching;
- A continuing record of exemplary academic and professional service;
- Evidence of contributions to institutional equity and inclusion;
- Achievement of a professional status at the national and international levels that will enhance the prominence of the university; and
- Restrictions and criteria articulated in the gift agreement.

D. Assessment and Appointment by the Dean

- i. *Strategic Appointments*: The dean and appropriate associate dean(s) will review the CV and the recruitment or retention situation, considering the criteria above.
- ii. *Application Appointments*: The dean will review the CV, candidate's statement, teaching record, and area or program director's letter (and ranking, if relevant) in light of the criteria above. The dean may consult with faculty members, the provost, or the president, as appropriate, taking care to avoid conflicts of interest. The dean has the ultimate college responsibility and will make a recommendation to the provost for final approval.

E. Final Approval

The SOJC dean submits a request to the provost to appoint or reappoint a faculty member to an endowed faculty position with a brief rationale. With initial approval from the provost, the dean's office drafts an appointment letter following the provost's "Guidelines for Endowed Faculty Positions" and any relevant donor language of the endowment. With the provost's approval, the offer letter is sent to the candidate.

F. Term of Appointment

Unless the gift agreement specifies otherwise or other special circumstances pertain, appointments to endowed chairs or professorships will be for an initial term of six years, timed to align with regularly scheduled personnel reviews (which may mean that the initial period is shorter than six years). Appointments for endowment faculty fellowships and faculty scholars will be for an initial period of one to three years.

G. Vacant Endowed Faculty Positions

The dean may choose not to fill an endowed faculty position in order to allow the endowment investment earnings to increase; to retain the position for strategic recruitments and retentions; and/or to deploy the funds, when allowable in the gift agreement and with the approval of the provost, in ways that enhance the department or program and advance its academic mission.

### **III. Review of Endowed Positions**

A. Regular Review of Endowed Faculty Positions

Endowed faculty positions undergo regular review, generally aligned with major personnel reviews for six-year endowed appointments. In these cases, the faculty member should undergo the regular sixth-year

post-tenure review or sixth-year review for professors of practice with endowed chairs, following unit policies and the CBA, requiring a case preparation committee and FPC discussion. Additionally, the SOJC FPC's sixth-year review recommendation to the dean must include an explicit recommendation about renewal or non-renewal of the endowed faculty position. This must address the criteria above and provide a clear rationale for the recommendation.

#### B. Regular Review Process

Unless the gift agreement or other university or SOJC policy provides for a different timeframe, a different review process, or does not allow renewal, all holders of endowed faculty positions will undergo periodic review as described below unless special circumstances pertain, for instance, if a previous review was not completed at six-year post-tenure review or if the dean determines that other circumstances merit an off-cycle review. In that case, the dean will initiate a process similar to that of a sixth-year post-tenure review.

- i. *Timing of Reviews:* The review process will begin during the last year of an appointment. Again, this should be timed with the sixth-year post-tenure or sixth-year professor of practice review and conducted simultaneously. For shorter appointments (one to three years) that do not align with post-tenure or other major reviews, the candidate will undergo a review in the final year of the appointment that addresses the criteria above. Many of these shorter-appointment professorships do not allow renewal and so will not require review.
- ii. *Criteria for Reviews:* The standards for review of an endowed faculty position will follow the UO "Guidelines for Endowed Faculty Positions" and SOJC's criteria above, and should exceed expectations set by the unit's Promotion and Tenure and Merit Review policies.
- iii. *Process for Review:* The dean will review each endowed faculty position independently and will make recommendations about renewal and non-renewal to the provost.
- iv. *Term of Reappointment:* Unless the gift agreement or University or SOJC policy specifies otherwise,<sup>1</sup> reappointments will be for the same term as the initial appointment and will continue to be aligned with major personnel reviews.

#### **IV. Positions Covered by this Document**

The practices outlined in this document refer to "endowed faculty positions," but this policy covers chairs, professorships, faculty fellowships, and faculty scholars without respect to whether the position is funded by an endowment.

#### **V. Transitional Reviews**

The transitional review process outlined here will begin in the 2023-24 academic year. In order to avoid an unmanageable number of reviews during the same year, SOJC will conduct reviews in stages:

- A. All recently endowed positions will undergo review timed in alignment with a major personnel review. This may mean that the initial appointment will be for a shorter period of time than is standard in order to align the two reviews; in this case, a reappointment after successful review would follow the standard timelines above.

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<sup>1</sup>In SOJC, faculty accepting associate dean positions have at times given up their endowed chairs, which allowed vacated chairs to be used for recruitment or retention purposes. While this has been the school's tradition in several cases, especially in recent years, it is not a policy. Future situations may require changes in precedent.

- B. In recognition that many faculty members who now hold endowed positions have done so without review for longer than the review periods specified above, each current holder of an endowed position held for more than six years without review will undergo review during the next three years. The dean will determine a schedule for completing this initial round of reviews. As noted above, the dean may decide that circumstances merit a review sooner than six years without review.
- C. Any faculty member who has already been reappointed, following review, to an endowed position within the last six years will not undergo another endowed position review until sixth-year post-tenure or sixth-year career faculty review following their most recent endowed position appointment.