



Endowed Chair Policy

Policy #:	AA006.1
Policy Type:	University
Responsible Executive:	Provost
Responsible Office:	VPAA
Originally Issued:	July 9, 2013
Latest Revision:	January 1, 2023
Effective Date:	January 1, 2023

I. Policy Statement

The Louisiana Board of Regents currently supports the [Endowed Chair Program](#) that matches state funds to private endowments to attract eminent scholars to State institutions to enhance the quality of higher education and promote economic development. This program is modeled after the Louisiana Endowment Trust Fund for Eminent Scholars. Endowed Chairs are filled through an external search and are “granted in recognition of attainment of national and/or international distinction for having made unique and significant impacts on their field through outstanding research, creative scholarly achievement, teaching, and/or service.”

This Endowed Chair Policy outlines the procedures for selecting awardees and the responsibilities of the faculty member who receives an award.

II. Purpose of Policy

The purpose of the endowed chair program is to recruit eminent scholars to ULM in accordance with the criteria written in the endowment by the donors. Funds generated from the endowment principal annually are put at the disposal of the chair holder to spend in accordance with ULM and Board of Regents policies. Up to 50% of the funds can be used to enhance the contracted salary of the chair holder. Endowed chairs are evaluated annually with the basis of the evaluation being the achievement of goals that were set during the previous year’s evaluation. The position is renewable annually based upon the outcome of this evaluation.

The Endowed Chair program was created to promote excellence in higher education and enhance the economic development of Louisiana. It is intended to meet the needs of widely varying disciplines and academic units in one or more of the following ways:

- providing funding that will increase the hiring and/or retention of exemplary professors;
- enhancing research competitiveness in achieving federal funding, especially when results promote economic development;
- improving research ties with industry by linking industrial researchers with faculty; and/or
- strengthening the capacity of disciplines to achieve regional and/or national eminence in education or research.

III. Applicability

This policy and the associated procedures apply to all endowed chair positions.

IV. Definitions

- BoR – The Louisiana Board of Regents is the State governing body for all of higher education. They are the funding body for the public portion of the endowed chairs.

- Endowed Chairs - According to the Louisiana Board of Regents' "Endowed Chairs for Eminent Scholars Program Policy," endowed chairs are granted in recognition of attaining and maintaining national and/or international distinction for having made unique and significant impacts on their field through outstanding research, creative scholarly achievement, teaching, and/or service.
- Oversight authority – When the endowed chair holder is a faculty member, coordinator, or director in a college, the oversight authority is the dean of the college. When the endowed chair holder is the dean of the college, the oversight authority is the Provost. The awarding and evaluation of the chairs will be done by the dean of the college that contains that discipline or program. There are other endowed chairs created to support faculty in multiple disciplines or programs that all fall under the purview of a single college. The oversight authority for these will also be the dean of that particular college. For the remaining chairs that cross multiple disciplines or programs that are contained in multiple colleges, the oversight authority will reside with the Provost.

V. Policy Procedure

Awarding

Unlike endowed professorships, the Board of Regents policy requires an endowed chair position to be filled via a national search except in very unusual circumstances that require external permission (see [Section XI.B.2 of the Board policy](#)). The same procedure used to search and select new faculty members will be used to fill open endowed chair position(s), with the exception that the search committee must include at least one individual external to the campus who is a recognized expert/scholar in the general field of the prospective chair, but who is not affiliated with either the endowment donor or BoR. The Oversight Authority will be responsible for negotiating the endowed Chair award with the prospective candidate (see [Section XI.A.1 of the Board policy](#) for criteria that must be met before appointment). While a national search must be used to fill this position, internal candidates may apply for the position.

Within 60 days of employment, the awardee will need to submit a proposal to the Oversight Authority indicating specific expectations and goals for the position. This proposal will be updated on an annual basis, and at the end of each academic year, the Oversight Authority will evaluate the endowed chair on how well expectations were met. Unlike endowed professorships, there is no time limit on the holder of the award maintaining it. However, should the current endowed chair holder be found to not be meeting expectations by the Oversight Authority, the award will be removed from that faculty member, including any salary enhancement related to the chair and a search for a new endowed chair will ensue. A search to fill the endowed chair position will also commence in the event of the current holder deciding to step down from the position, resign from the University, and/or retire.

Use of Award

Because the funding for this position includes (the use of) State funds, all expenditures must follow state and University guidelines and procedures. The award may be used for salary, equipment, or travel, or any combination thereof, although it is not necessarily limited to those categories. No more than 50% of the award may be used as a supplement to salary, and this amount will be written into the annual contract for the chair holder. At the beginning of each fiscal year, a budget sheet must be completed by the awardee and approved by the oversight authority, the Provost, and the ULM Foundation Chief Financial Officer.

Annual Report

The holder of the endowed chair will complete the "Endowed Professorship/Chair Annual Report" by providing a brief description how the funds were used and the significance of the work done, an assessment of goal accomplishments and a report of activities supported by the award to the Oversight Authority by a predetermined date. For those seeking reappointment, the report will include goals for the next renewal period.

These goals will be used in the following year to evaluate the chairs performance.

VI. Enforcement

The Provost is responsible for the enforcement of this policy.

VII. Policy Management

The Provost will be the Responsible Executive for the management of this Policy. The Provost or his/her designee will be the Responsible Officer in charge of maintaining and disseminating it.

VIII. Exclusions

None.

IX. Effective Date

This Policy will become effective on the date signed by the University President.

X. Adoption

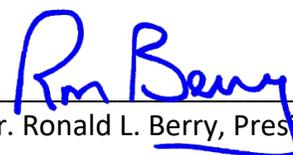
This policy is hereby adopted on this 1st day of January 2023.

Recommended for Approval by:

Approved by:



Dr. Mark Arant, Provost



Dr. Ronald L. Berry, President

XI. Appendices, References and Related Materials

The Board of Regents "Endowed Chairs for Eminent Scholars Program Policy" may be found at https://web.laregents.org/wp-content/uploads/2020/06/EC_POLICY_6-20_REV.pdf

"Endowed Professorship/Chair Annual Report" may be found at <https://webservices.ulm.edu/forms/officesdepartments/academic-affairs>

XII. Revision History

Original adoption date: July 9, 2013

Revised: August 28, 2015; to include the "Professorship Report of Goals."

Revised: March 28, 2017; to include steps for awarding the Professorships/Chairs to a new faculty member; and the inclusion of the "Endowed Professorships/Chair Annual Report."

Revised January 1, 2023: The former Endowed Professorships/Chairs policy was completely re-written to fit new Louisiana Board of Regents guidelines on these two endowments and to separate this single policy into two policies to apply to endowed professorships and endowed chairs individually.