

FRANK BATTEN SCHOOL OF LEADERSHIP AND PUBLIC POLICY
ENDOWED CHAIRS POLICY

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Endowment funds provide, as they do for our private peers, a major source of financial support for faculty and teaching excellence. They provide permanent resources critical to the school's ability to attract and retain teachers and scholars of extraordinary value. The retention of distinguished teacher-scholars is essential to the school's national standing among the top rank of schools committed to advancing leadership and policy analysis. Endowed chairs enable the Batten School to compete with the best universities in the world to attract and retain researchers of the top rank who embody the ideals and vision of Frank Batten, Sr. whose commitment to leadership and public service is reflected in the core values and vision of the Frank Batten School of Leadership and Public Policy.

Distinguished Professorships

Distinguished chairs without term serve to recognize a sustained career of scholarly productivity, outstanding teaching, and administrative service with a demonstrated body of professional work and scholarship dedicated to subjects consistent with the school's mission. These professorships honor the school's leading senior professors whose membership on the school's faculty serve to enhance the school's external reputation and provide leadership by example in their field. Ordinarily, distinguished professorships are held for the duration of the chair holder's tenure with the Batten School. The income from endowments of this magnitude makes a substantial contribution to the chair holder's position and helps the school reward, attract, and retain preeminent scholar-teachers.

Senior and Associate Scholar Research Professorships

Research professorships provide significant research support for productive scholars. Research professorships are usually held for five-year terms. Appointments are not based on seniority but on scholarly productivity and contribution to the institution. Accordingly, research professorships provide a flexible and meaningful way to recognize, reward, and encourage faculty productivity. Five-year renewable research chairs recognize and support tenured faculty who have demonstrated a substantial capacity for high productivity and impact in their area of academic specialization.

Junior Scholar Research Professorships

Junior scholar research professorships provide significant research support for productive junior scholars. These professorships are usually held for a single three-year term, and include a semester of sabbatical leave as part of their benefits. Appointments are based on scholarly productivity and promise of longer-term contributions to the institution. Accordingly, junior scholar research professorships provide a flexible and meaningful way to recognize, reward, and encourage faculty productivity among tenure-line assistant professors.

Teaching and Engagement Professorships

Teaching and engagement professorships provide significant support for the school's faculty who are preeminent teachers or effectively engaged with the practice of leadership and public policy. These professorships are usually held for a single three-year term, and include a semester of paid leave as part of their benefits. Appointments are based on excellence in teaching and/or engagement as well as other contributions to the institution. Accordingly, teaching and engagement professorships provide a flexible and meaningful way to recognize, reward, and encourage faculty productivity among both tenure-track and general faculty with outstanding teaching and/or engagement records.

Identification and Selection:

Nominations for prospective chair holders may originate with either the Batten School Dean or the school's endowed chair holders, or may be coupled with an external search. Any Batten governing faculty member may suggest potential candidates to these nominators. Following nomination and subsequent evaluation by the committee of endowed chair holders, the dean submits a nomination and supporting materials to the Provost. If the dean is a nominee, the nomination will be advanced by the provost or another senior faculty member holding an endowed chair.

Upon nomination, the Dean asks the candidate to provide a dossier including:

- a) Curriculum vitae,
- b) Three to five scholarly pieces (or substantial evidence of teaching and/or engagement excellence in the case of teaching and engagement professorships), and
- c) A list of five potential external distinguished colleagues who will be asked by the Dean's Office to evaluate the nominee based on his/her CV. The list should include name, title, employer name, phone number, and e-mail address.

The nominee's supporting materials will be reviewed and evaluated by an Endowed Chair Review Committee of no fewer than three faculty members who hold endowed chairs at the University of Virginia. If there are not three active chair holders on the Batten School governing faculty who are willing and able to serve, committee members will be recruited from chair holders in disciplines or substantive fields related to the prospective chair holder's scholarship. The committee reviews nominees for all chairs, including new, distinguished, and fixed term chairs. The nominee's dossier includes the documents submitted by the nominee, the nomination letter, and at least three peer review letters from external distinguished colleagues, requested and provided by the Dean to the committee.

The committee conducts its review and evaluates the nominee in light of the overall goal of the specific chair (if relevant). For Distinguished and Research Professorships, the committee will place a particular emphasis on the nominee's scholarship and contributions to the field; the scholarship should be of exceptional quality and impact, using a variety of relevant indicators. Other secondary factors which may be considered include teaching, engagement, and service to UVA and the Batten School. For Teaching and Engagement Professorships, the committee will place a particular emphasis on the nominee's teaching and/or engagement contributions; these activities should be of exceptional quality and impact, with service to UVA and Batten being important secondary factors. The committee sends a written report to the Dean outlining the qualifications of the nominee(s) along with its

recommendations. Based on these recommendations, the Dean makes the final recommendation to the Provost for final recommendation to the Board of Visitors.

Review and/or Renewal of Chaired Professorships:

All faculty in the school are reviewed annually, including those holding endowed chairs. In addition, every five years the holder of a chair is reviewed through a process coordinated by the Endowed Chair Review Committee. Prior to the end of the appointment period (for fixed-term chairs) or the five-year review period (for chairs without term) chair holders up for review will receive notification of review from the dean and should submit a dossier that includes:

- a) Letter from chair holder summarizing progress to date (with a particular emphasis on scholarship and contributions to the field for Distinguished Professorships and Research Professorships) and alignment with the purpose of the chair,
- b) Scholarly work produced during the review period,
- c) When appropriate, documentation of teaching, engagement, and service to the school and university,
- d) Curriculum vitae, and
- e) Annual reports for the period under review.

The committee conducts its review and evaluates the chair holder in light of the overall goals of the specific chair (if relevant). For Distinguished Professorships and Research Professorships, scholarship should be of exceptional quality and impact. Other secondary factors that may be considered include teaching, engagement, and service to UVA and the Batten School, which may be outlined in the gift agreement. For Teaching and Engagement Professorships, teaching and/or engagement activities should be of exceptional quality and impact, with service to UVA and the Batten School being important secondary factors.

The committee sends a written report to the Dean outlining the chairholder's accomplishments and standing within their field along with their recommendations. Based on this recommendation, and any additional information the Dean deems important, the Dean makes the final recommendation to the Provost regarding the reappointment (in the case of research professorships) or continuation (in the case of distinguished professorships) of the chair.

When a person on the committee is under review, the candidate is recused from the committee as it relates to his or her own review.

Voluntary Relinquishment:

A chair holder may voluntarily relinquish his or her chair at any time and for any reason by submitting his or her intention in writing to the Dean.

Endowed Chair Support Funds Guidelines:

A chair holder must maintain full-time employment status at least one semester of the academic year to be eligible to receive research support. If granted half-time educational leave for an academic year or one semester of educational leave the chair holder will remain eligible. A chair holder who takes a year (or more) of leave without pay will not receive chair-related research support during that leave.

Unexpended budget balances at the end of the fiscal year will carry forward to the next year, provided the professor remains in the chaired professorship. Balances may not be carried forward for more than three years, unless approved by the dean.

Upon approval by the dean, chair holders may expend funds from the budget allocation for the following fiscal year. Outstanding encumbrances at the end of the fiscal year must be paid from the budget allocation for the subsequent year. If the chair holder vacates the chair with outstanding expenses, the school will cover the deficit upon approval of the dean.

Chair support funds must be used before the chair holder vacates the chair. If a balance remains upon the vacancy, these funds will revert to the endowment. It is the chair holder's responsibility to expend research support funds prior to vacating the chair.

Unexpended chair support funds will remain available to retired professors for two years after retirement to support ongoing projects. For these purposes, a retiring chair is strictly defined as a professor retiring from employment at the University while appointed to a chaired professorship, and who is appointed to emeritus professor status at retirement.

Typical Benefits associated with chairs, unless specified in associated gift agreements (or in excess of the endowment payout):

1. Up to 3/9ths 'summer salary' to be drawn at the discretion of the chair holder as salary or research funds in line with school compensation and research policies.
2. Chair holders will accrue leave credit at the rate of one semester leave for every five semesters of teaching and school service.
3. Chair holders may exercise accrued leave at their discretion, consistent with Batten School leave policy.

Account amounts needed to establish chairs:

Subject to BOV approval and consistent with university policy, chairs may be initiated at the rate of five million dollars to establish Distinguished Professorship chairs, three million dollars for Senior Scholar Research Professorships, or two million dollars for Associate Scholar Research Professorships, Junior Scholar Research Professorships, and Teaching and Engagement Professorships. Named chairs of lesser funds and benefits will be consistent with university policy on named endowment funds: uvapolicy.virginia.edu/policy/EXT-009.