



## Endowed Professorship Policy

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|------------------------|-----------------|
| Policy #:              | AA002.2         |
| 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 created the [Endowed Professorship Program](#) to “help recruit and retain superior faculty aligned with the submitting campus’s role, scope, mission, and strategic priorities”. This program supplies State funding to institutions of higher education to match with private donations to create endowments that will supply awarded faculty with monetary resources to aid them in enhancing the quality of higher education and promoting economic development in Louisiana.

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

### II. Purpose of Policy

While the endowed professorship and endowed chair programs were created to achieve the same basic outcomes of improving education and economic development in Louisiana, they do have distinctly different missions and policies. Some of these guidelines are set by the BoR; others are developed by each institution to fit the campus's role, scope, mission, and strategic priorities. At ULM, endowed professorships are awarded to newly-hired or existing faculty whose research, teaching, and/or public service have uniquely contributed to the mission of their discipline. The awards are determined through a competitive proposal process in which applicants need to clearly detail how they will use the funding for a project that will:

- enhance research competitiveness in achieving federal and private funding;
- 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.

In accordance with BoR policy, the award will be to a faculty member for a period of at least one year. This award is renewable for up to three consecutive years. Each renewal is based upon an annual review of performance on the project goals by the appropriate oversight authority. Faculty may re-apply for the professorship after the three-year period is over.

### III. Applicability

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

### IV. Definitions

- Endowed Professorships - The Louisiana Board of Regents' definition of endowed professorships may be found under "III. Definition and Uses of Endowed Professorships." Endowed professorships are established to help recruit and retain superior faculty whose research, teaching, and/or public service uniquely contribute to the mission(s) of their departments, their campus, and the State.

The endowed professorships subprogram is designed to further achievement of the constitutionally prescribed goals of the Support Fund: to enhance the quality of higher education and promote economic development in Louisiana.

- Oversight Authority - Most of the endowed professorships were given to support faculty in a particular discipline or program. The awarding and evaluation of these professorships will be done by the dean of the college that contains that discipline or program. There are other endowed professorships 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 professorships that cross multiple disciplines or programs that are contained in multiple colleges, the oversight authority will reside with the Provost.
- 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 professorships.

## V. Policy Procedure

### **Awarding**

When an endowed professorship becomes available, the tasks for creating the request for proposals, developing a process for reviewing and evaluating applications, and making the final recommendation for the new award fall to the oversight authority for that particular professorship. During the spring semester before the fiscal year in which the new award will start, a list of the criteria for the professorship, along with a description of the process and required application materials, will be sent to all faculty who are eligible to apply. After the deadline for receiving applications has passed, a review and evaluation of applications will take place according to the process set for it. This review must consider applications in light of the potential outcomes listed in Section II of this policy. Once a final recommendation has been created by the oversight authority, it will be forwarded up the chain of command for approval, with the President being the final approval.

### **Use of Award**

Because the funding for this position includes State money, spending on the award must follow State and University guidelines and procedures. The award must be used in support of the proposed project and may be used for a variety of purposes, including equipment, supplies, travel, assistantships, or salary. By the start of each fiscal year during which the faculty member will have the award, a budget sheet must be completed by the awardee and approved by the Dean, the Provost, and the ULM Foundation Chief Financial Officer.

Unlike endowed chairs, the contract salaries for faculty do not automatically contain funds from the endowment. This means that any faculty members seeking to use a portion of the endowed professorship funds for salary during the period in which they are under contract will need to work with the oversight authorities to ensure that the pay is for duties that are not already in their contracts. During periods when a faculty member is not under contract (ex. summer semester for 9-month faculty), salary can be taken to work on the proposed project at a rate comparable to the pay for the faculty member during the academic year. This work, along with expected outcomes and products, must be approved prior to the work's occurrence by the oversight authority, and all payroll action forms processed before work ensues.

## **Annual Report**

Using the "[Endowed Professorship/Chair Annual Report](#)", each endowed professor will provide a brief description of 1) fund usage, 2) evidence of the significance of the work done, 3) an assessment of goals accomplished, and 4) a report of activities supported by the award to the oversight authority during the evaluation period before the end of the fiscal year. For those seeking renewal the report will include goals for the next renewal period.

Annual renewal will be determined by the recipient's performance and accomplishment of goals for the reporting period. The oversight authority will review the accomplishments detailed in the annual report and decide if recommending renewal is warranted. Renewal recommendations submitted by the oversight authority will need approval by the Provost and President before being sent to the Foundation. If renewal is not recommended by the oversight authority, or if the recommendation is not approved by the Provost and President, a call for applications for the endowed professorship will commence immediately in order to fill the award by the start of the next fiscal year.

## **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**

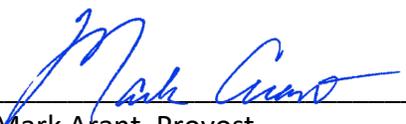
This Policy will become effective on the date signed by the University President.

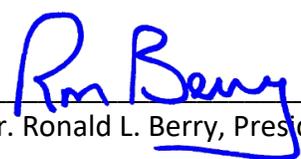
## **X. Adoption**

This policy is hereby adopted on this 1<sup>st</sup> day of January 2023.

Recommended for Approval by:

Approved by:

  
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Dr. Mark Arant, Provost

  
\_\_\_\_\_  
Dr. Ronald L. Berry, President

## **XI. Appendices, References and Related Materials**

III. Definition and Uses of Endowed Professorships" may be found at [https://web.laregents.org/wp-content/uploads/2019/06/EP\\_Policy\\_7-19\\_REV.pdf](https://web.laregents.org/wp-content/uploads/2019/06/EP_Policy_7-19_REV.pdf)

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

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.