

Revised: March 2, 2009

**LSUHSC SCHOOL OF MEDICINE
NEW ORLEANS
POLICY ON NAMING and HOLDING ENDOWED CHAIRS**

1. Chairs are selected on the basis of merit, specifically academic accomplishments and reputation.
2. A faculty member serves in his or her capacity as an endowed chair at the pleasure of the Dean.
3. Fully funded chairs (those with Board of Regents match completed), either newly created or recently vacated, are not left vacant ("open") for more than two years except under extraordinary circumstances; extended vacancies must be approved by the Dean.
4. In accordance with Board of Regents policies, a broad search, national or international, is undertaken for a chair recipient. Except in the most extraordinary of circumstances, only full-time, advanced rank (associate or full professors) candidates will be considered for an endowed chair.
5. The search is conducted by a committee, formally appointed by the Dean; the committee must include at least one member who is a nationally regarded expert from outside the LSUHSC faculty. The search committee conducts the search in concert with the description of the chair submitted to the Board of Regents for consideration.
6. The Dean approves final nominations and forwards them to the Chancellor's Office for final campus ratification; as noted in PM #69 LSU Board of Supervisors approval is required for naming a faculty member to a designated chair. Supporting documentation for a nomination will include the candidate's CV, a supporting letter from the Dean's Office, and a PER 3.
7. The department establishes goals, objectives, and accountability measurements appropriate for the discipline and specific chair; and, if relevant, these are consistent with the original funding application made to the Board of Regents. Goals, objectives, and accountability measurements are submitted to the Dean's Office for approval.
8. Based on the above accountability measurements, the department periodically evaluates the progress and achievements of the recipient in the context of the established goals and objectives. This periodic review will occur no less frequently than every three years and most logically occurs in the setting of regular annual review of faculty.
9. Understanding the intent of the Board of Regents with the endowed chair program, upon retirement or termination of full-time or active status from the School of Medicine, the chair incumbent relinquishes the chair and custodianship of the related LSUHSC Foundation account. The chair is then considered "open" for the search process, even if the prior incumbent continues with a designation as emeritus professor or on the volunteer faculty.