

**COLLEGE OF HEALTH AND HUMAN PERFORMANCE  
ENDOWED FACULTY POSITIONS POLICY GUIDELINES**

Endowed Chairs and Professorships enable HHP to sustain and strengthen the College research and scholarship mission. Endowment support provides the means to hire and retain the highest quality faculty and contributes directly to their research productivity.

Endowments can be made to fund: *University Chair, Endowed Chair, Endowed Professorship, and Endowed Term Professorship/Faculty Fellowship*. Please see the current UF Foundation Guidelines for minimal funding required to establish each of these: [www.uff.ufl.edu/endowedfaculty](http://www.uff.ufl.edu/endowedfaculty). All fundraising to support endowed professorships and chairs is subject to the University of Florida Fundraising Policy: [www.uff.ufl.edu/intranet](http://www.uff.ufl.edu/intranet).

**Terms of Appointment**

1. Endowed faculty appointments are included in the official letter of offer and approved by the Dean and Provost. To be offered, positions must include the minimal level of funds required to allocate spendable dollars immediately upon appointment.
2. Typically, appointments for endowed positions fund a five-year term with the opportunity for additional five-year appointments. In accordance with UF policy, no faculty member may occupy more than one endowed faculty position.
3. A former Endowed Professor may continue to be recognized by including the years after their endowed professorship title. For example, "Name of the Endowment" Professor of Health and Human Performance (200X-200Y).

**Selection**

1. The Dean shall appoint a search committee that includes at least one member from outside the Department in cases where the position is specifically designated for a particular Department. The Search Committee may also include current or former HHP Endowed Chairs, member(s) from the College Advisory Council, or other appropriate external members. However, in accordance with UF Policy, the Donor or his/her representative may *not* serve on the Search Committee. The HHP Associate Dean for Research will serve as an Ex-officio member of the committee.
2. The Search Committee shall abide by the specific restrictions, if any, set forth by gift agreement. However, in accordance with UF Policy, the Donor/gift agreement may *not* a) restrict the award to hire, retain, or appoint a particular faculty member to the Endowed position; nor, b) restrict nor impede the work or scholarly activity of a faculty member. The primary selection criteria will be sustained performance and excellence in research scholarship, exemplary professional leadership, and evidence of a strong scholarship agenda that is likely to lead to continuing distinction in the field.

3. The Search Committee shall provide its recommendation to the Dean. The Dean makes the final selection, and extends the Letter of Appointment (except in the case of an Eminent Scholar Chair, where the Letter of Appointment must come from the UF President).

### **Stewardship and Reporting**

1. Faculty in Endowed Positions shall prepare an annual report for the College that provides information regarding how the funds have been spent, how they contribute to the research and scholarship mission, and specify the products of the reporting period (i.e., publications, presentations, grant proposals). This report is prepared for and submitted to the Department Chair and the Dean. The Report is retained in the College Development Office and sent to the University of Florida Foundation and to the Donor or Donor Representative annually. The Dean or designee gives a summary of all such reports to the College Council annually. These reports shall be accessible to all HHP faculty.
2. Spendable dollars from the endowment must be used in accordance with UF Foundation policy. Spendable dollars from the endowment, once the position is filled, may be used as salary, or a supplement for salary, for the holder of the chair or professorship and for those individuals directly associated with the chair's or professor's scholarly work, and for other expenses directly related to the chair's or professor's scholarly work. Spendable income may be used, for example, to recruit a scholar, renovate his or her office or laboratory, pay for his or her travel, subscriptions, equipment or secretary, support graduate students who are working directly with the chair or professor, or make grants to other faculty members for scholarly work directly associated with the chair's or professor's scholarly work. The Endowed Professor may use these funds to advance the general research scholarship agenda in the College or Department (for example, providing support for guest speakers on varied research topics).

Approved by HHP Administrative Council: August 12, 2008

Revision approved by HHP College Council: October 27, 2008