



I. Candidate Eligibility

1. Candidates must be a full-time faculty member in any of the six schools of the college, which include: the School of Education; the School of Kinesiology; the School of Leadership & Human Resource Development; the School of Library and Information Science; the School of Social Work; and the University Laboratory School.
2. When the preference of the donor(s), as identified in the endowment agreement, restricts a chair/professorship to a specific school or academic discipline, the preference of the donor(s) shall be honored.
3. Consideration of candidate characteristics shall be based on qualities including, but not limited to, excellence in teaching, scholarship, and/or service, in honor of past, present, and future contributions appropriate to the purpose of the chair/professorship.

II. Nomination Procedure

1. The dean shall solicit nominations, via an announcement to the directors of the schools, of the availability of the chair/professorship, along with any specific criteria identified by the donor(s) in the endowment agreement.
2. Only one (1) nominee per chair/professorship vacancy shall be accepted from each of the schools; in the event more than one nomination is advanced by the faculty of a school, the director of the school shall conduct a school-level review and selection process to determine which nominee will be submitted for college-level review.
3. Directors shall submit nominations along with appropriate biographical and professional information on the nominee (e.g., standard curriculum vita, activity reports, record of grants activity, etc.) to the Administrative Council, which serves as an advisory committee to the dean.

III. Selection Procedure

1. Nominations shall be reviewed by the Administrative Council.
2. As appropriate, the Administrative Council may choose to interview faculty, administrators, students, and the nominee's colleagues outside the college and University.
3. The Administrative Council shall make the recommendation to the dean for awarding the chair/professorship.
4. The dean may either accept or reject the recommendation of the Administrative Council.

