



Senate Committee on Academic Development
Report to Senate – Meeting of May 26, 2010

Amendments to the Senate Policy on the *Establishment and Designation of Endowed Chairs, Professorships and Lectureships*

Introduction

The proposed amendments to the Senate Policy on the *Establishment and Designation of Endowed Chairs, Professorships and Lectureships* were reviewed by the Senate Committee on Academic Development (SCAD) at its meeting of May 5, 2010. Members of SCAD considered a report from the SCAD Sub-Committee to Review the Senate Policy on the *Establishment and Designation of Endowed Chairs, Professorships and Lectureships*. The work of the Sub-Committee, chaired by P. Deane, Vice-Principal (Academic), began in October, 2007 and concluded in April 2010. During its deliberations, the Sub-Committee consulted extensively and considered many options and opinions. The current *Policy* along with the proposed amendments is attached to this report.

Analysis and Discussion

The following should be noted:

- the revised *Policy* is uniform with existing terms of references for Chairs and Professorships that have previously been approved by Senate;
- the proposed amendments address the University's need for a *Policy* that is nimble for potential donors, flexible for the University and has clear procedures so that donors' expectations can be managed;
- the proposed wording around hiring and rank are consistent with the Collective Agreement;
- the Board of Trustees will continue to be responsible for "due diligence" around the suitability of donors;
- Donors' input will be limited to the endowment terms of reference. Academic terms for Chairs and Professorships will remain the responsibility of the Senate;
- the function of the Office of Advancement will continue to be to support the academic mission of the University;
- the proposed policy removes reference to Lectureships, Distinguished Lecture Series, Visiting Professorships and/or Honorary Professorships.

Conclusions/Recommendation

Recommendation:

that Senate approve the proposed amendments to the Senate Policy on the *Establishment and Designation of Endowed Chairs, Professorships and Lectureships* effective immediately;

and

that Senate rescind the associated policy: *Procedures for the Preliminary Approval of Endowed chairs and Professorships (1990)*.

Respectfully submitted,



Bob Silverman
Chair, Senate Committee on Academic Development

Committee Members:

Members

N. Chesterley
J. Emrich
P. Fachinger
N. Fulford
A. Jack-Davies
P. Oosthuizen
T. Shearer
B. Silverman (Chair)
D. Stockley
R. Ware
P. Watkin (Secretary)

SCAD Sub-Committee on the Review of the Senate Policy on the Establishment and Designation of Endowed Chairs, Professorships and Lectureships

Policy on the Establishment and Designation of Endowed Chairs, Professorships, and Lectureships

Approved May 25, 1995

(Associated Policy: [Procedures for the Preliminary Approval of Endowed Chairs and Professorships \(1990\)](#))

Additional Information: [approval route and preparing a proposal](#).

This policy guides the establishment and designation of Chairs, Professorships and Lectureships. The principal criterion governing the establishment of endowed positions is that they advance the University's academic goals and objectives. This policy also provides the University an opportunity to recognize a benefactor or to honour a scholar. A major goal of establishing academic Chairs is to recognize and support faculty members of exceptional academic distinction. This assists the University in its efforts to attract and/or retain senior academics, especially in fields for which there are highly competitive markets.

The holder of a Chair, Professorship or Lectureship will receive or hold an academic appointment. She/he is expected to develop a field of interest through both teaching, and in the case of Chairs and Professorships, research. University policies on academic appointments outlined in the Senate document, Regulations Governing Appointment, Renewal of Appointment, Tenure and

Policy on the Establishment and Designation of Named and Funded Chairs and Professorships

May 5, 2010 Version

(Associated Policy: [Procedures for the Preliminary Approval of Endowed Chairs and Professorships \(1990\)](#)) – **To Be Rescinded**

Additional Information: [approval route and preparing a proposal](#). – **To Be Updated by University Secretariat and Office of the Provost and VP (Academic)**

This policy guides the establishment and designation of Chairs and Professorships ~~and Lectureships~~. The principal criterion governing the establishment of ~~endowed~~ ~~these~~ positions is that they advance the University's academic goals and objectives. This policy also provides the University an opportunity to recognize a benefactor or to honour a scholar. A major goal of establishing academic Chairs **and Professorships** is to recognize and support faculty members of exceptional academic distinction. This assists the University in its efforts to attract and/or retain senior academics, especially in fields for which there are highly competitive markets.

The holder of a Chair or Professorship ~~or Lectureship~~ will receive or hold an academic appointment. **Policies on academic appointments outlined in the Collective Agreement between Queen's University and Queen's University Faculty Association or for clinical faculty**, in the

Termination for Academic Staff, or the Collective Agreement between Queen's University and Queen's University Faculty Association, will be followed. Upon retirement from a regular academic position, the holder will relinquish the Chair or Professorship.

Vice-Principals, Deans or Directors will propose the establishment of a Chair, Professorship or Lectureship to the Senate through the office of the Vice-Principal (Academic). Following Senate approval the Principal will present the proposal to the Board of Trustees for final approval. The benefactor(s) or funding agency may participate with the Vice-Principals, Deans, or Directors in establishing the terms of reference for the Chair, Professorship or Lectureship. These terms will include guidelines for the use of funds, area of appointment, and, in the case of fixed term appointments, length of appointment.

Funding shall be sufficient to provide for the costs of Chairs. This funding may be secured from a benefactor or funding agency

Senate document, ~~Regulations Governing Appointment, Renewal of Appointment, Tenure and Termination for Academic Staff~~, *Promotion Policy for Geographically Full-Time and Adjunct-1 (non-Bargaining Unit) Appointees of the Faculty of Health Sciences* will be followed. Upon retirement from a regular academic position, the holder will relinquish the Chair or Professorship. **Persons appointed to named Chairs or Professorships may be current faculty members or new appointments to the University. Such appointments may last as long as the incumbent remains in a regular faculty appointment at Queen's or may be for a defined term. Any member holding such a Chair or Professorship shall have a Tenure-track, Tenured, Non-Renewable or a Special appointment. All new appointments shall be subject to recommendation by the appropriate Appointment Committee.**

Establishment:

Vice-Principals or Deans will propose the establishment of a Chair or Professorship to the Senate through the Office of the **Provost** and Vice-Principal (Academic). Following **review by SCAD and approval by Senate**, the Principal will present the proposal to the Board of Trustees for final approval. The benefactor(s) may participate with the **Vice-Principals or Deans** in developing the terms of reference for the Chair or Professorship. These terms will include guidelines for the use of funds, area of appointment, and, in the case of fixed-term appointments, length of appointment.

Funding:

In general, Chairs or Professorships will be supported by

endowment, an endowment from the Board of Trustees, or a combination of these sources. The funding must be of sufficient value to ensure a continuing commitment to the Chair without the requirement of funds from the University's operating budget. The University's operating budget may provide supplemental funding for Professorships and Lectureships. The financial resources required for the designation of a Chair, Professorship or Lectureship will be reviewed annually by the Vice-Principal (Operations and Finance) and be included in the annual Report of the budget.

Funding for the establishment of a Chair, Professorship or Lectureship, may come from one or several benefactors or funding agencies. Naming is subject to approval by the Senate and Board of Trustees.

CHAIRS

The establishment of an endowed Chair implies a continuing commitment to the position and the discipline. A Chair should bring distinction to an academic unit and a Chairholder will be a

funding sufficient for their direct costs. This funding may be secured from one benefactor, gift, or a combination of sources. Funding should be sufficient to ensure a continuing commitment to the position without the requirement of additional funds from the University's operating budget. In special circumstances, the University's operating budget may provide supplemental funding at the request of the Dean and supported by a clear business case.

Guidelines for minimum funding, both expendable and endowed, will be established for each category of position, by a process based on review of information and consultation with the Provost and Vice-Principal (Academic), the Vice-Principal (Advancement) and the Faculty Deans. The Principal, in consultation with the Provost, Vice-Principals and Faculty Deans will review the financial resources required for the designation of a Chair or Professorship at least every five years.

Naming:

Exclusive authority to accept or decline any proposal to name at Queen's University rests with the Board of Trustees. Within the scope of the Naming Policy, proposals may be subject to approval by the Senate.

CHAIRS

Endowed Chairs:

distinguished scholar. The appointment will be full-time at the rank of Professor, and normally carry tenure. The Chairholder will have a continuing position, subject to periodic review following the reappointment policies of the University. Chairholders are expected to contribute to academic programs through teaching, research and service.

Funding:

Chairholders will not be included as part of the normal complement of an academic unit for budgetary and staffing purposes. Endowed chairs will be established through the generosity of benefactors or funding agencies. The Office of Advancement should be consulted about the current level of funding required. In the case where there are infrastructure costs associated with the establishment of a Chair position a portion of the initial endowment may be used, with the approval of the benefactor or funding agency, to cover such costs.

Should a benefactor(s) or funding agency contribute a portion of the amount needed to establish a Chair, with the remaining monies to be raised elsewhere, then separate trusts will be maintained until the total endowment is raised or ten years elapse (whichever occurs first). In the event that insufficient funds are raised, a Professorship or Lectureship, whichever is most appropriate, will be established.

PROFESSORSHIPS

A Professorship enables a benefactor or funding agency to make an appointment of distinction. The appointment may be for a fixed term. There shall be several categories of Professorships:

The establishment of an endowed Chair implies a continuing commitment to the position and the discipline. A Chair should bring distinction to an academic unit and a Chairholder will be a distinguished scholar.

In the case where there are infrastructure costs associated with the establishment of a Chair position, a portion of the initial gift may be used, with the approval of the benefactor, to cover such costs. The income generated from an endowment may be used to contribute to the salary of the holder, provide support for his/her graduate students, his/her research associates, research, or travel funds.

PROFESSORSHIPS

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The purpose of an endowed Professorship is to provide supplemental funds for an existing **or new position**. **The income generated from an endowment may be used to**

Professorships:

The purpose of a Professorship is to provide supplemental funds for an existing position. The expendable income generated from an endowment may be used to contribute to the salary of the holder, provide support for his/her graduate students; his/her research associates, research, or travel funds. Endowed Professorships are normally restricted to tenured academics holding the rank of Associate or Full Professor. Appointments will be made for a minimum term of 5 years.

Funding:

The Office of Advancement should be consulted about the current level of funding required.

Term Professorships:

The purpose of a term professorship is to broaden the area of research and teaching in a discipline in the University community at large. Related terms are identical of those for Professorships. This category would include NSERC Industrial Chairs. The minimum term would be 3 years.

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In the case where there are infrastructure costs associated with the establishment of a Professorship position, a portion of the initial gift may be used, with the approval of the benefactor, to cover such costs.

Expendable Funded Professorships:

An expendable funded Professorship will be funded using money from an expendable account established by a benefactor. A finite term for this position must be established in the Terms of Reference and through consultation with the Provost and Vice-Principal (Academic), the Faculty Dean and Department Head.

Funding:

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Funding:

The Office of Advancement should be consulted about the current level of funding required.

Visiting Professorships:

The purpose of establishing a visiting professorship is to enrich the scholarly activities of a department, a faculty, or the University community by bringing a scholar to Queen's. The holder must be in residence for at least one academic term. She/he may have their position renewed. However, their residency cannot exceed 2 years. The holder would normally have an academic position at another university, with a rank comparable to that of Associate or Full Professor.

Funding:

The Office of Advancement should be consulted about the current level of funding required.

Honorary Professorships:

These Professorships would carry the title Honourary Professor of The establishment of such a professorship would recognize exceptional service to a discipline, to Queen's, or Ontario, or Canada. No one currently employed at Queen's could have an award named in their honour.

LECTURESHIPS

~~**Funding:**~~

~~The Office of Advancement should be consulted about the current level of funding required.~~

~~**Visiting Professorships:**~~

~~The purpose of establishing a visiting professorship is to enrich the scholarly activities of a department, a faculty, or the University community by bringing a scholar to Queen's. The holder must be in residence for at least one academic term. She/he may have their position renewed. However, their residency cannot exceed 2 years. The holder would normally have an academic~~

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~~These Professorships would carry the title Honourary Professor of The establishment of such a professorship would recognize exceptional service to a discipline, to Queen's, or Ontario, or Canada. No one currently employed at Queen's could have an award named in their honour.~~

A Lectureship enables a benefactor or funding agency to meet special needs within the University, to assist in the development of new fields or to bring visitors to the University.

Lectureships:

Lectureships may provide supplemental funds for an existing position. Lectureships may be made at any rank for a fixed term. The minimum term should be three years.

Funding:

The Office of Advancement should be consulted about the current level of funding required.

Distinguished Lecture Series:

The Distinguished Lecture Series enables the University to bring visitors to the University to enrich the academic environment.

Funding:

The expectations for the Visiting Lectureship will be commensurate with the financial resources provided. The Office of Advancement should be consulted about the current level of funding required.

Retroactivity:

This policy shall apply to all new initiatives. It has no retroactive application.

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RETROACTIVITY:

Disestablishment:

In the event endowment income no longer fully supports a Chair, Chairs may be disestablished by mutual agreement of the University and Donor or the Chair may revert to a Professorship.

The disestablishment of endowed and term Professorships and Lectureships shall either be provided for at the time of establishment or upon recommendation to Senate following expiration of the term of an appointee.

Endowment Management:

Endowment monies for Chairs, Professorships, and Lectureships will be managed through the Queen's University Pooled Endowment Fund.

Document Revision:

This document, in its entirety, will be reviewed at least every five years by the Senate Committee on Academic Development to ensure that it continues to be consistent with University academic policies and by the Senate Committee on Appointment, Promotion, Tenure, and Leave to ensure that it is consistent with University policies on academic appointments.

This policy shall apply to all new initiatives. It has no retroactive application.

DISESTABLISHMENT:

In the event endowment income no longer fully supports a Chair, the Chair may be disestablished by mutual agreement of the University and Donor or the Chair may revert to a Professorship.

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ENDOWMENT MANAGEMENT:

Endowment monies for Chairs, Professorships, and Lectureships will be managed through the Queen's University Pooled Endowment Fund.

DOCUMENT REVISION:

This document, in its entirety, will be reviewed **periodically when appropriate** by the Senate Committee on Academic Development **and by the Associate Vice-Principal Faculty Relations to ensure that it continues to be consistent with University academic policies and Collective Agreements.**