

Process for review of holders of endowed professorships in the College of Pharmacy

Preamble. One of the greatest honors bestowed on a faculty member is to be awarded an endowed professorship. The College of Pharmacy is fortunate to have several of these available, based on the generous contributions from alumni and friends of the college. These are awarded to faculty members based on their excellent performance and scholarly records, but the appointments are not lifetime awards. As such, those appointed to an endowed professorship are expected to continue to perform at the highest levels in order to be reappointed to the professorship. The university requires that endowed professorship appointments are reviewed on a regular basis (<http://hr.ufl.edu/wp-content/uploads/forms/academic/endowedfaculty.pdf>), and currently, endowed professor holders in the College are appointed to the professorship for a five year, renewable term.

The purpose of this document is to establish a formal process for review and evaluation of endowed professors for consideration for reappointment to this high award.

Endowed Professorship Review Process

- Endowed professors will be appointed in five year terms, and the timing of the five year term will be clearly stated in the letter of appointment.
- Normally, the review process will begin 3-6 months prior to the end of the term.
- The Dean may elect to advance the timing of the review if there are significant concerns regarding the performance of the holder of the endowed professorship. In particular a “needs improvement” evaluation in any assignment category is likely to result in an early review.
- At the time of the review process, the Dean will appoint a five member review committee, with the following constitution:
 - At least two full professor members from the tenure and promotion committee. Based on the constitution of the College’s tenure and promotion committee, by definition these are individuals who are neither department chairs, nor hold a dean title.
 - At least one discipline expert, preferably a full professor from the department of the endowed professor, or if for some reason this is not possible then a discipline expert from within the college or university community.
 - At least two faculty members who currently hold an endowed professorship.
 - Members of the committee may meet more than one of the above criteria.
- The review committee membership will be revealed to the endowed professor and their review will be based on the current *curriculum vitae* of the holder of the professorship, along with the annual evaluation letters from the previous 5 years.
- The review committee recommendations will be advisory to the Dean and the committee will be asked to rank the holder of the endowed professorship as follows:
 - Exceptional contributions since the time of appointment to the professorship. Any intramural or extramural reviewer would be likely to place them in the top 10-20% of their field. Their appointment to the endowed professorship should be continued.
 - The candidate continues to be productive, but current contributions may not place them in the top 10-20% of their field. Continued appointment to the professorship could be considered, but the college may also be better served by appointment of another individual to the professorship.
 - The candidate’s current contributions are not consistent with holding an endowed professorship. Reappointment is not recommended.
- The Dean will receive recommendations from the review committee, will review the candidate’s CV and annual evaluation letters and then will make a final determination about reappointment to the professorship.

Approved by COP Executive Committee 12/09/15