

Named Faculty Positions**June 11, 2025****Selection process for named faculty positions**

The decision to hire externally or appoint internally is made by Dean. If not specified by the Gift Agreement, rank and Area are determined by the Dean.

Hire Externally:

The Area creates a committee as usual. In addition, a member from outside the Area who is a full professor and a member of the Renewal, Promotion and Tenure committee or the Council on Research Excellence is invited by the Area Chair to serve. For teaching focused positions, a full professor and member of the Renewal, Promotion and Tenure committee, Term Promotion committee, or the Council on Teaching Excellence is invited by the Area Chair to serve. The committee follows the usual hiring process, where the position description and advertisement contain the criteria for the funded position and ensure alignment with the Gift Agreement, in addition to the criteria generally expected for the position, including research (if appropriate), teaching, and service. The committee provides pros and cons of each acceptable candidate to the Area Chair, who makes a recommendation to the Dean. The named position is in addition to the faculty role and is reviewed every three years.

Appoint Internally:

The Dean, with input from an ad hoc committee, makes the decision. Faculty do not apply and there is no call for applications. The basis for the decision is past performance in research (if applicable), teaching, and service and alignment with the Gift Agreement. The named position is in addition to the faculty role and is reviewed every three years.

The ad hoc committee will have 5 members, consisting of members of the Renewal, Promotion and Tenure committee, Term Promotion committee, Council on Teaching Excellence, Council on Research Excellence, and Area Chairs, in addition to the Senior Associate Dean, Faculty Affairs and Research. The committee will review potential candidate CVs, citation report, 3 years of FARs, 3 years of SET data, and 3 years of Annual Evaluation Narratives. Potential candidates will be provided by the Dean to the committee. The committee will provide a recommendation of up to three candidates, including pros/strengths for each. The committee may include potential cons/weaknesses. The Dean will then use this input to determine the faculty selected.

Review of named faculty positions

Named positions are reviewed for renewal every three years, in the third year of the appointment, by the Dean with input from the Area Chair, Senior Associate Deans, and a committee consisting of at least three faculty members at a rank higher than the faculty member being reviewed or full professors. The basis for renewal of the position is performance in research (if applicable), teaching, and service over the period of the appointment and continued alignment with the Gift Agreement. Performance expectations for research focused positions are significant contributions in research in the form of peer reviewed journal articles of high quality, a promising pipeline of working papers, and high quality participation in teaching and service. For teaching focused positions, the performance expectations are significant contributions in teaching and student engagement outside the classroom and high quality participation in service. If administration is part of the contract, it will also be reviewed and input from the supervisor of the role will be sought. Documentation to be reviewed include an updated CV, research related indicators such as citations, annual evaluations, and FARs/SET data.

Documents to be submitted

- Updated CV with research publications and working papers, teaching, and service
- Citations
- Paragraph describing continued alignment with Gift Agreement

Documents provided by college HR for last 3 years

- Annual evaluations
- FAR, SET data

All named positions are filled at the discretion of the Dean.

Expectations of faculty holding named position

- Continued excellence in research, teaching and service
- External visibility in academic and business community
- Participation in media and marketing efforts
- Use of title from named position on syllabi, websites, business cards, office door name placard, etc.
- Annual thank you note to donor
- Annual report of relevant research and teaching contributions to donor if desired by donor
- Annual visit to donor with Dean to share contributions, such as research (as requested by Dean)
- Willingness to engage professionally with donor as a representative of Costello, periodically

Other notes

- Stipends and research funding are subject to available funding from the associated gift fund.
- Stipends and research funding awarded to named position holders will replace rather than augment other Costello - sponsored funding.
- Positions will continue during study leaves however, a leave without pay will initiate a suspension/deferral of the named position.
- Research funding, if part of the named position, can be used according to state policy.
- Named positions and related funding must be approved by the Provost.