

Selection and Appointment Process for SPH Endowed Chairs

(This policy represents a revision to the process of selecting endowed chairs, and was approved by a vote of the SPH Senate faculty in fall 2019, with a retroactive effective date of July 1, 2019.)

The process for selecting the recipient of endowed chairs¹ in the School of Public Health at the University of California, Berkeley is as follows:

- The dean announces the availability of a new chair, or the impending expiration date for an existing chair holder to the faculty and issues a call for nominations to eligible faculty in the School of Public Health. Included in the call for nominations will be a statement of the donor intent, and any special criteria for consideration in selecting the chair holder.
- Individual faculty members send their nomination materials and an up-to-date CV to the dean by the specified deadline.
- The Academic Personnel Committee (APC) develops an evaluation and selection criteria that will be consistently applied to all candidates.
- The APC reviews the nominations and develops a recommendation to the dean regarding who should be appointed to the chair. To support their recommendation, the APC prepares a brief report explaining the rationale for their recommendation. The report must include a description of the selection process used to evaluate each of the candidates and to choose the proposed candidate. Information regarding how potential conflicts of interest were handled should be included in the report.
- The dean then reviews the APC's recommendation, makes a final decision, and moves forward with submitting the appointment case to campus for approval.

With written notification and consultation with the Faculty Council and the Academic Personnel Committee the dean may expedite the process for purposes of recruiting new faculty and for retention cases.

The above policy does not apply to endowed chairs that are held jointly between two schools (e.g., with the Business School). In these cases, the dean is charged with negotiating an equitable policy that meets the needs of both involved schools and is consistent with the terms of the endowment. Nor does this policy apply to administrative chairs, which are to be held by an incumbent by virtue of his or her administrative position (e.g., director of the research center named in the terms of the endowment).

The above policy applies to all endowed chairs for faculty in the School of Public Health, including those for tenured and non-tenured faculty, and for newly endowed chairs as well for current chairs, including recommendations for reappointment of a chair holder to an existing chair.

¹ University policy states that only tenured ladder rank faculty are eligible to hold endowed chair appointments unless the terms of an endowed chair state that untenured faculty may be appointed to the chair. In this case, other Academic Senate level professorial titles (assistant ladder rank professors, Professors in Residence, & Professor of Clinical X) would be eligible for appointment to the chair. <https://bmap.berkeley.edu/test-sub-page>