



Guidelines for Named Faculty Positions

I. TERM AND NOMINATION:

- A. Appointments for named faculty positions may be for a term set by the donor or, if no term is specified with in the MOU, by the dean of the college, with approval by the Provost, President, and Foundation. If no term is specified by the donor or the dean of the respective college, terms shall be for 3 years.
- B. Named deanships shall be conferred upon the sitting dean, assuming all other donor specified criteria are met. NDSU shall use existing named deanships during recruitment and hiring of a new dean. Upon being hired for a dean position, the named deanship shall be conferred upon the new dean.
- C. Named positions or chairs associated with a specific faculty position shall be conferred upon the holder of that position, assuming all other donor specified criteria are met. NDSU shall use such a position during recruitment, hiring, and retention of the position.
- D. Nominations for non-position specific named faculty positions should follow this process:
 - 1. Colleges develop their own nomination committees. These may be a committee which meets regularly, an ad hoc committee, or a combination depending on the requirements of the positions available. Regardless, the process and available open positions should be published and publicly available.
 - 2. Individuals, groups, or organizations submit their nominations to the appropriate college committee. Individuals may not self-nominate but may make their interest in an open position known to someone who may nominate them.
 - 3. The committee reviews nominations and selects finalists. Committee members should be impartial and may not vote or participate in discussions in nominations in which they have a personal interest. A "personal interest" arises through being nominated personally, being the nominating individual, or having another relationship with a nominee which calls into question the committee member's impartiality.
 - 4. The finalist or list of finalists is presented to the college dean for selection.
 - 5. The dean of the college makes a final selection and presents the nomination to the P



remain anonymous, campaign recognition, timing, etc., will all be considered before publicity moves forward.

- D. The Foundation is responsible for hosting a public event for inaugural appointments, with coordination between NDSU and the donor(s).

- E. Colleges will provide a list of all named faculty positions and their holders of those positions to the provost's office annually.
- F. The Foundation, with assistance from the Provost's office and the colleges, will maintain a list of current named faculty position holders. Colleges shall notify the Foundation when faculty will be leaving a named position or when a term is ending.

VI. RETIREMENT:

- A. Upon retirement or end of the term of appointment, holders of term appointments will no longer carry the designation but may continue to list the appointment on their curricula vitae with the term of years clearly stated.
- B. Colleges will communicate any retirement or departures of a named faculty position to the Provost's office and the Foundation.