

Human Resources

Recruitment Handbook

Overview

A named Chair is typically a full professorship (Academic, Level E) which is named in honour of a distinguished person, or after the person who endowed the position. Typically, named Chairs are designated to a certain School, discipline, or other academic area, having particular regard in the case of endowed Chairs to the wishes of the donor and/or the provisions of a deed or other document establishing the Chair. Holding a named Chair is considered to be an honour in the academic world, recognising outstanding performance and supporting the recruitment and retention of top professors from other institutions.

These Guidelines are designed to provide a clear process for the effective assignment of named Chairs in the University.

Scope and application

These guidelines apply to academic staff occupying or appointed to Level E (Professor) positions, or otherwise at the discretion of the Vice Chancellor and President.

Principles

1. General

- a) Unless otherwise specified in the deed or other document establishing the Chair, assignment of a named Chair shall be based on merit, which is to be determined by the Vice-Chancellor and President based on the recommendation of an *ad hoc* committee chaired by the appropriate Executive Dean comprising at least three senior members of the University and an external expert in the relevant discipline.
- b) When a named chair is located within a School, discipline, Research Institute, or other academic area which is to be disbanded or amalgamated, then the Vice-Chancellor and President, on the advice of the Vice-Chancellor's Executive, shall determine the future location of that named chair.

2. Specific Cases

a) Single Professor Schools

When the named chair in a School with one professor is vacated and it is agreed that the School will continue, then the named chair shall be automatically assigned to the newly appointed professor.

b) Multiple Professor Schools

When a named chair in a School with multiple professors is vacated then the merit-based process referred to in paragraph 1.a) above should be followed.

c) Sponsored Named Chairs

When a named chair, wholly or majority funded by an external organisation is vacated, then the chair (if it is to continue) may be filled on merit, either by advertisement or by the merit-based process referred to in paragraph 1.a) above.

3. Discipline-based Named Chairs

When a named chair, attached to a discipline or other specialisation is vacated, then the merit-based process referred to in paragraph 1.a) above should be followed.

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