



Endowed Professorships

Frequently Asked Questions

1. Q. Where do I obtain information about available endowed professorships?
A. The dean of your college has information regarding endowed professorships within his or her college. There is a list of all endowed professorships on the Provost's website at <http://www.southeastern.edu/admin/provost/professorships/index.html>.
2. Q. How do I apply for an endowed professorship and who is eligible?
A. The dean of your college has guidelines and application information regarding each endowed professorship within his or her college.
3. Q. There are multiple endowed professorships in my college for which I am qualified. May I apply for more than one?
A. Yes. However, you may only hold one endowed professorship at any given time.
4. Q. What is the term of an endowed professorship?
A. Generally, endowed professorship awards are for a term of three years.
5. Q. Can I reapply for the same endowed professorship after I have completed my 3-year term?
A. Many endowed professorships do not allow the recipient to hold the position for two consecutive terms. Consult with your dean.
6. Q. What if I become ill and have to take extended leave or go on sabbatical? Can my endowed professorship be "put on hold"?
A. That decision will have to be made at the time the extended leave or sabbatical is taken. It will depend on the circumstances with the final decision being made by the dean.
7. Q. What is the award amount for an endowed professorship?
A. Endowed professorship stipends are variable based on the funds available within the endowment account. Your dean is given the award amount for each endowed professorship in January of each year. Contact your dean.
8. Q. Who is the budget unit head for the endowed professorship?
A. The dean is the budget unit head for all endowed professorships in his or her college. Funds are allocated on July 1 of each year.

9. Q. Can an endowed professorship be used as a salary supplement?
- A. Yes. Any dollar amount or all, less benefits, may be used as a salary supplement if allowed by the specific endowed professorship guidelines (consult your dean's office). Please note as an example, if \$1,000 is taken as a salary supplement, benefits will be taken out of that amount with the remainder being the net supplement.
10. Q. Other than a salary supplement, what expenses can the endowed professorship stipend be used to cover?
- A. The stipend may be used for anything in the application that has been approved by the dean. This includes, but is not limited to, travel, laboratory supplies, GA positions, student labor, professional organization membership dues, program development activities, etc.
11. Q. If I have a TA that is approved during the term of the endowed professorship but the travel is after the term ends, can I still travel and be reimbursed?
- A. No. All travel must be during the term of the endowed professorship.
12. Q. Can an endowed professorship be split or shared with another faculty member?
- A. No. Per Board of Regents guidelines, under no circumstances can an endowed professorship be shared among multiple faculty.
13. Q. If I have funds left over at the end of the 1st or 2nd year, can those funds be carried over to the next fiscal year?
- A. Yes, funds from years 1 and 2 may be carried to the next fiscal years at the request of the recipient and approval of the dean. However, any funds not expended at the end of the 3rd year of the endowed professorship are forfeited and returned to University Advancement for use by future recipients.
14. Q. Am I required to submit a report to the university regarding my work on the endowed professorship?
- A. Yes. By June 1 of each year you must submit a summary of the work that you have completed in the prior year (including any articles or books published as well as professional meetings attended). An electronic copy of this report must be submitted to your dean, the Provost and the Assistant Vice President for Academic Programs. The report for year 3 should be a summary of the work completed during all 3 years you held the endowed professorship. Please note: funds for the next fiscal year will not be released until the June 1 report has been submitted.
15. Q. Am I required or may I contact the donor of the endowed professorship funds?
- A. You are not required to contact the donor but if you desire, you may. You will need to contact Ms Wendy Lauderdale, Vice President for University Advancement for contact information.