

UCSF Presidential Chair Award 2021-22

CALL FOR NOMINATIONS

The UCSF Presidential Chair is intended to encourage new or interdisciplinary program development or to enhance quality in existing academic programs of the University. To meet this broad goal of contributing to the enrichment of campus academic life, UCSF allocates Presidential Chair funding of up to \$150,000 to support the appointment of a distinguished visiting professor for up to one year.

In addition to participating in research, instruction, or other creative activities, each incumbent is expected to present a major public lecture or series of lectures. It is also intended that incumbents be highly visible on campus, and that their tenure be accompanied by appropriate campus-wide activities and publicity.

Due to the ongoing COVID-19 pandemic, a physical presence on campus is not a requirement for the FY2021-22 Presidential Chair.

Nominations Due: January 27, 2021 at 5 p.m.

Award Amount: \$150,000
Award Number: One award
Appointment: Visiting Professor
Term: One year, FY 2021-22
Contact: [Abby Draper](#) / 415-514-0421

APPOINTMENT TERM AND DURATION

The Presidential Chair is appointed for a maximum of 12 months.

- Nominees should be employed for an equivalent of full-time service for a minimum of 1 quarter (10 weeks). This full-time service (i.e., 400 hours) could be accumulated over multiple visits.
- Nominations of less than full-time and/or for less than one quarter should include substantial justification within the proposal.
- Each appointment starting date will be negotiated separately.
- When stating a desired starting date, please keep in mind that a minimum lead-time of four months is needed for a non-US citizen to make visa and other travel arrangements.
- Although the working title will be Presidential Chair, the individual will be appointed as a Visiting Professor (Title Code 1108-1714).
- The appointment will be governed by [APM 230](#) and the academic home department(s) will be required to submit an appointment packet through the Advance system.

FUNDING

A maximum of \$150,000 may be awarded to a Presidential Chair appointee for the upcoming fiscal year. The award amount is commensurate with the duration of the appointment.

- Award funds may be used to support the recipient's salary (with appropriate justification), instructional activities, research, or other creative activities of the incumbent chair holder.
- If justified by the proposal, associated costs such as housing, travel, research supplies and other related expenses may also be considered.

- Funds may be used to reimburse a Visiting title for one round-trip airline ticket on the condition that they are also employed for an equivalent of full-time service for a minimum of 1 quarter (10 weeks) [see [APM 230](#)]. This service could be accumulated over multiple visits.
- All expenditures should follow the terms and conditions of the Presidential Chair Award and applicable [University policies](#). More information below under *Resources*, including the [UCSF Presidential Chair Award - Policy and Budget Guide](#).
- Please work with the UCSF host school/department dean's office, finance services and HR Academic Affairs divisions to ensure compliance with the appropriate policies with respect to the proposed budget.

HOST DEPARTMENT RESPONSIBILITIES

The host department(s) is responsible for all aspects of the nominee's visit, including:

- Setting up the appointment.
- Working with the department's HR Shared Service Center representatives.
- Helping the recipient access resources.
- Providing appropriate advice on housing and living in the local community.
- Managing campus announcements and publicity related to the appointee.
- Assuring that the visa process is appropriately handled for international recipients.
- Making all expense reimbursements and payroll arrangements for the recipient during the term of the professorship.
- Working with the appropriate administrators to ensure the budget proposal complies with [APM 230](#) and other UC policies with respect to salary, qualifying for travel (including airfare) and expense. Policy details and budget tools provided under *Resources*.

REPORTING REQUIREMENTS

- Within two months after the Presidential Chair appointment ends, the host department is to submit a brief report to the Office of the Vice Provost Academic Affairs.
- The report should summarize the Presidential Chair's activities and provide an account of the funds expended.

NOMINATION PROCESS AND REQUIREMENTS

Nomination packets submitted by departments are reviewed by an ad hoc committee appointed by the Vice Provost Academic Affairs. The Vice Provost will make the final decision based on the committee's recommendations, at which point all nominators will be notified.

The following criteria are used to evaluate the nominations:

- Nominee
 - Has the nominee achieved a high level of distinction in their area of expertise?
 - Are they recognized as a leader in their field?
 - Does the nominee have broad and enthusiastic support from UCSF faculty?
 - Will they likely be viewed as a resource for the campus?
- Plan
 - Does the plan encourage new or interdisciplinary program development or significant enhancement of existing programs?

- Does the plan include a major public lecture or series of lectures, appropriate campus-wide activities and publicity?
- Will activities maximize participation from different constituencies spanning departments and programs?
- Innovation
 - Does the plan utilize novel theoretical concepts, approaches or methodologies? Is a refinement, improvement or new application proposed?
- Budget:
 - Is the budget fully justified and reasonable in relation to the proposal?
 - Is the proposed salary (if any) justified and reasonable in relation to the nominee's appointment time and duration?
 - Does the budget follow the *Funding and Host Responsibilities* requirements (see above)?
- Overall Impact
 - What is the likelihood that benefits from the visit will outlast the nominee's appointment term?
 - What is the likelihood that the nominee or/and proposal will have a sustained influence on the campus? On the academic community?

NOMINATION PACKET

The nomination packet includes all components below, combined into a single PDF document.

1. Completed nomination form ([PDF](#)).
2. Nomination statement (summary of the purpose of the proposed appointment and of the scholar's intended activities while at UCSF).
3. Detailed budget, \$150,000 maximum. (Resources: [budget template](#) and [policy and budget guide](#)).
4. Justification of budget items. Describe the purpose, necessity and cost break-down of all items listed in the budget and compliance with [UC business and finance policy](#).
5. Letter of support and concurrence from the dean of the relevant school. As appropriate, faculty who would benefit from the appointment should also provide letters of support.
6. CV of the nominee.

Submit packet via email by January 27, 2021 at 5 p.m. (as a single PDF file) to: [Abby Draper](#)

Attention: Brian Alldredge, Vice Provost Academic Affairs
c/o: Abby Draper, Executive Assistant to the Vice Provost

TIMELINE

Nominations Open	September 30, 2020
Nominations Closed	January 27, 2021
Nominators Notified	March 3, 2021

RESOURCES

- [UCSF Presidential Chair Award - Policy and Budget Guide](#)
- [UCSF Presidential Chair Award - Budget Template](#)
- [APM 265 — Presidential Chairs](#)
- [APM 230 — Visiting Professors](#)
- [University policies on reimbursable expenses](#)