ASSIGNMENT OF PAVILIONS ON THE LAWN AND MONTEBELLO

Residence in a Lawn Pavilion is a privilege that entails certain obligations. Residents of the Pavilions must have an interest in being true members of Thomas Jefferson’s “Academical Village” in the sense the Founder envisioned, which is to say a community of faculty and students living together and working together. To this end, Pavilion residents must use their assigned Pavilion as their principal residence and they must be willing to have frequent contact with their student neighbors and to participate fully in the life of the Lawn community.

Applicants for Pavilions must agree to these conditions before being considered for residence.

The Board of Visitors for some years has followed an order of precedence, which it devised, in considering tenants for the Pavilions and Montebello. The spirit of this order of precedence must not be violated if there is to be a fair and equitable assignment procedure. Pavilions, or the promise of being assigned one, under no circumstances will be used as an inducement in recruiting faculty or administrators to the University nor will any assignment process be used other than the one approved by the Board and outlined in these procedures.

a. Priority shall be accorded the Provost, the Vice President and Chief Student Affairs Officer, and any vice president nominated by the President and agreed to by the Board, and to the academic deans in order of the founding of several schools, followed by the faculty, subject to conditions listed in (e).

Specifically, the order shall be as follows:

1. The Vice President and Provost
2. The Vice President and Chief Student Affairs Officer
3. Any vice president nominated by the President and agreed to by the Board
4. The Dean of the College and Graduate School of Arts and Sciences
5. The Dean of the School of Medicine
6. The Dean of the School of Law
7. The Dean of the School of Engineering and Applied Science
8. The Dean of the Curry School of Education
9. The Dean of the McIntire School of Commerce
10. The Dean of the School of Architecture
11. The Dean of the Darden Graduate School of Business Administration
12. The Dean of the School of Nursing
13. The Dean of the Frank Batten School of Leadership and Public Policy.

b. Following the assignment of Pavilions to those identified in (a), remaining Pavilion assignments, the apartments in Pavilion VIII, and the assignment of Montebello, shall be recommended to the Board by a committee consisting of the Secretary to the Board of Visitors, a representative of the faculty, and a representative of the student body. The faculty representative shall be the Chair of the Faculty Senate and the student representative(s) shall be the holder(s) of the Gray-Carrington Award. The Secretary to the Board shall serve as the chair of the committee. The committee shall submit its recommendations to the Board for approval.

c. The committee will advertise vacancies in the Pavilions and Montebello among the faculty through the academic deans’ offices and the Faculty Senate.

d. All applicants will complete an application form issued by the committee.

e. Qualifications for the assignment of residences, other than the apartments in Pavilion VIII, shall include:

1. Assignees, other than eligible vice presidents and deans, shall hold the rank of full professor, and shall have demonstrated excellence in teaching and in interaction with students.

2. The following are not eligible for assignment to residences:

   a. Part-time professors
   b. Professors who have entered into retirement contracts with the University.

f. Junior faculty shall be encouraged to apply for the two Pavilion VIII apartments. The process for selecting tenants for these apartments was devised by the
Provost’s Office and shall be administered by the committee described in (b). As with other Pavilion residents, applicants for the apartments must be willing to have frequent interaction with their student neighbors and to participate fully in the life of the Lawn.

g. Leases of the Pavilions including the Pavilion VIII apartments, and Montebello, shall be for five years. The five year leases for the Pavilion VIII apartments will not be renewable, but leases for Montebello and the other Pavilions may be renewed for a second five year term upon approval by the Executive Committee of the Board. No tenant shall live in a Pavilion or Montebello for more than ten years, with the exception noted in (j) below.

h. Pavilion and Montebello tenants who resign from the faculty shall vacate the premises within 30 days of the date of resignation. Retiring faculty must vacate the premises by June 30th of the year of retirement. Vice presidents and deans who leave their administrative positions shall vacate the premises no later than 120 days after leaving the administrative position. The family of a tenant who dies during an academic year may occupy the residence until early in the following summer term, or at some other date approved in consideration of the relict family's circumstances, but in no instance later than August 1.

i. A prospective occupant’s willingness to assign space in a Pavilion for classes or seminars will be considered an additional qualification. In Pavilion V, however, space for classes was designed when the building was restored and classes will be conducted there. The scheduling of these classes will be done by the Registrar in consultation with the Pavilion occupant, but the classroom will be used according to a regular schedule.

j. Leases for the Pavilions, the Pavilion VIII apartments, and Montebello, will conform to a standard devised by the Housing Division and the Office of the General Counsel, in consultation with the committee described in (b). Terms of residence for current Pavilion tenants in effect at the time of the approval of these procedures
will be honored, as long as those tenants continue to fulfill the Board’s requirements of active participation in the life of the “Academical Village” and primary residence on the Lawn.

Adopted by
The Board of Visitors
October 1999

Revised by
The Board of Visitors
February 9, 2007, and
November 16, 2009