

Distinguished & University Professorships

PURPOSE:

The "Distinguished Professor" title recognizes outstanding faculty members who have made substantial contributions to the University and their discipline.

The "University Professor" title recognizes faculty members who have made outstanding scholarly contributions to the University and their discipline over a substantial period of time.

DESIGNATED TITLE:

Distinguished Professor of (*Name of Academic Discipline*).
University Professor.

GENERAL SELECTION CRITERIA:

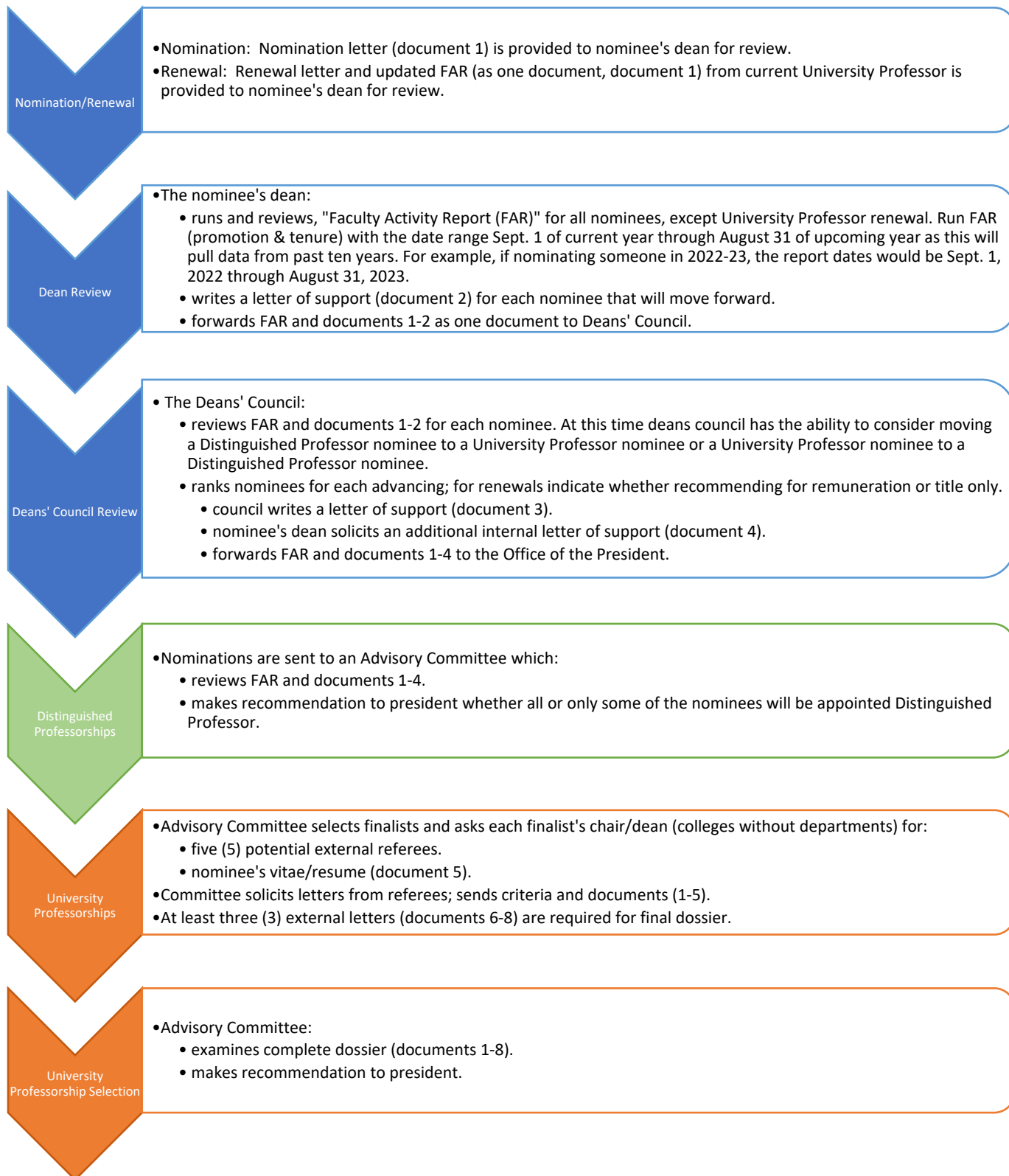
Distinguished and university professors are expected to meet several criteria. University professors will be selected without regard to college affiliation or academic program.

Criteria	Distinguished Professor	University Professor
Eligibility The candidate must be current and active member of the faculty ¹ with the rank of professor ² and (<i>see specifics in cells to the right</i>)	<ul style="list-style-type: none"> Have at least four (4) years of service at Michigan Tech at the rank of professor Do not currently hold an endowed position or faculty fellowship 	<ul style="list-style-type: none"> Have at least ten (10) years of service at Michigan Tech, with at least seven (7) years at the rank of professor
Recognition The candidate must be a recognized leader in their field. Wide recognition of their accomplishments and acknowledgment of national and international leadership in their research or creative field should be documented by a combination of...	<ul style="list-style-type: none"> Noteworthy research and/or creative contributions A record of invited lectures or performances External awards, citations, or other high-level commendations 	<ul style="list-style-type: none"> Exemplary research and/or creative contributions Major invited lectures or performances at noteworthy sites Prestigious awards, citations, or other high-level commendations Previous recognition as a distinguished professor or as the holder of an endowed faculty position
Leadership The candidate must have a demonstrated record of significant leadership at the institutional level that includes: <ul style="list-style-type: none"> teaching, research or creative activity, service, and... 	<ul style="list-style-type: none"> Contributing to the advancement of their field through the education of students (graduate and undergraduate) who have been recognized for excellence 	<ul style="list-style-type: none"> Contributing significantly to the advancement of their field by preparing students who have attained positions of prominence Strong support from both internal and external colleagues who are recognized leaders in their fields

¹ As an active member of the faculty, a nominee cannot be retiring within the current academic year or in a phase out plan.

² Only those who have a primary role (as recorded by HR) as Faculty are eligible; this excludes faculty administrators such as chairs and deans.

Process Overview:



INITIAL REVIEW & RENEWAL PROCEDURES:

Initial Nomination

- Faculty members, departments, programs, or colleges without departments are eligible to nominate candidates.
 - Previous nominees can be nominated again the following year. New materials are not required. Resubmitted nominees would be counted towards the nomination limit (see below).
 - At least two years should have passed before nominating someone who has served in an administrative role.
- Faculty may self-nominate.
- Deans are not eligible to make nominations.
 - Deans will be asked to supply materials for each candidate whose nomination will be advanced out of a college or school for further consideration.

Renewal

In their recommendation to the provost, Deans Council will indicate whether a recommendation for renewal is to only carry the title of Distinguished or University Professor or if the nominee should be considered for renewal with financial benefits. If a position is renewed with financial benefits, it will count toward the University limits (see University Limits section below).

Distinguished Professors

Current holders of a Distinguished Professor appointment who wish to be considered for renewal will need to follow the initial nomination procedures.

University Professors

Current holders of a University Professor appointment who wish to be considered for renewal will need to provide their chair/dean (colleges without departments) an updated Faculty Activity Report (FAR) and cover letter. The cover letter should include:

- progress over the current five-year appointment and justification for renewal;
- how the discretionary funds were utilized over the last five-year appointment and what the outcome of these benefits were; and
- what funds will be used for if renewed.

University Professors can be awarded renewal with financial benefits for one additional term, providing them with remuneration for a total of ten years.

Internal Letters (For Nominee Dossier)

- Each letter should explicitly address the nominee's qualifications in the areas outlined under General Selection Criteria (above).

Confidentiality

This is a confidential process, and nominees should not be informed they are being considered.

Review

At each stage of review, only applications that include all expected materials should be moved on. Incomplete applications will be disqualified.

Nomination Limits

When submitting nominees to the deans council for consideration, the following limits are in place:

Distinguished Professorships

Deans may submit one nomination for every twenty-five (25) faculty members (or fraction thereof) in tenured or tenure-track appointments in their college or school.

University Professorships

Deans may submit one nomination for every fifty (50) faculty members (or fraction thereof) in tenured or tenure-track appointments in their college or school.

SELECTION PROCEDURES:

Advisory Committee

Nominations sent to the Office of the President will be reviewed by an Advisory Committee that will consist of five (5) professors selected by the president. The membership of the Advisory Committee will be broadly representative of the range of scholarly fields represented at Michigan Tech. Each member's term will be three (3) years; members may be appointed to continue serving for a maximum of one (1) additional consecutive term.

The committee may rank, or otherwise prioritize, nominations; consideration should be given to the number of active professorships compared to the university limits (outlined below).

Distinguished Professorships

The Advisory Committee will review the documents provided for each nominated candidate. Individuals whose records most exemplify the high standards set in the selection criteria may be recommended to the president for recognition as distinguished professors. The committee may, at its discretion, make a recommendation to the president that one or more individuals be recognized as distinguished professors.

University Professorships

The Advisory Committee will review the documents provided for each nominated candidate. Individuals whose records most exemplify the high standards set in the selection criteria will be considered as finalists.

External Referees

Potential external referees will be identified by the finalist nominee's chair or dean (colleges without departments). Referees should be recognized senior leaders in the nominee's area of expertise and are expected to hold the title of full professor or an industry equivalent.

External letter writers will be supplied with the selection criteria and asked to address the criteria in their letter. To avoid disappointment or embarrassment among nominees who are not selected, individuals writing letters should be asked to keep the nomination confidential.

Selection

After reviewing external letters in conjunction with other components of the dossier, the committee may, at its discretion, make a recommendation to the president that one, more than one, or none of the nominees be recognized as university professors.

UNIVERSITY LIMITS:

Distinguished Professorships

In no case should the number of active distinguished professors in a college exceed ten percent (10%) of the number of tenured and tenure-track faculty in that college. Colleges will refrain from making nominations whenever the allotted percentage would be exceeded if an additional distinguished professor were to be named.

University Professorships

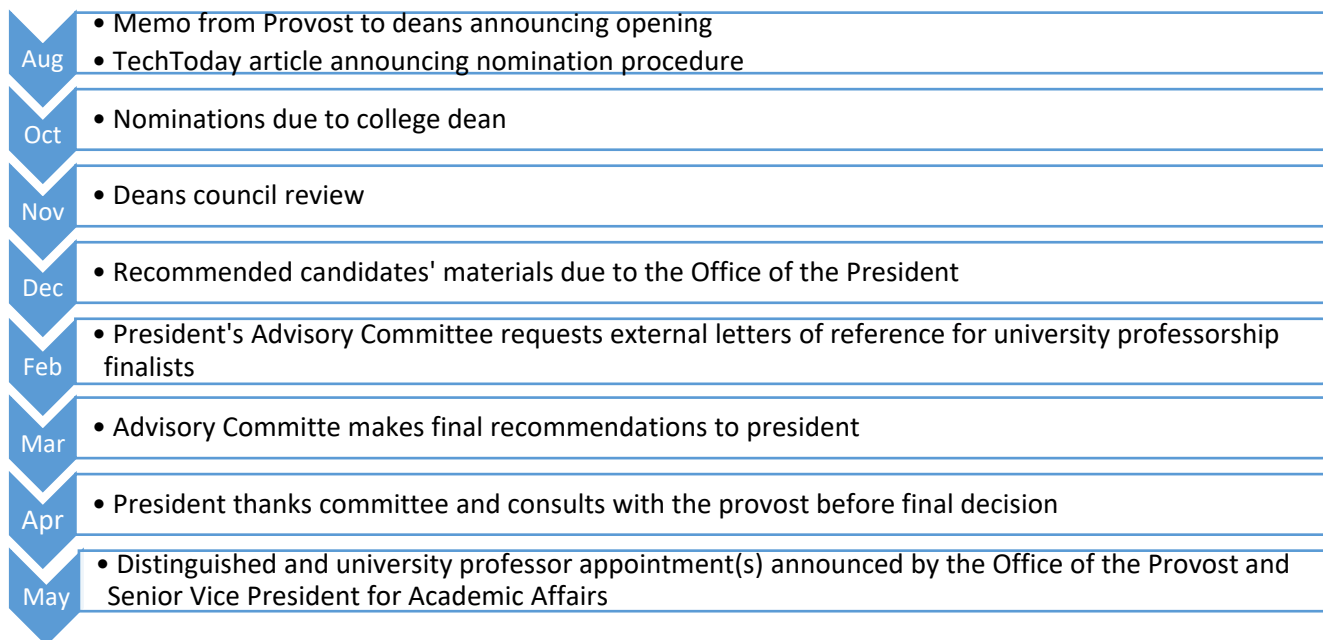
In no case should the number of active university professorships exceed two percent (2%) of the total number of tenured and tenure-track faculty at Michigan Tech.

Determination of Availability

Each July, the number of available slots will be calculated by the Office of the Provost and Sr. Vice President for Academic Affairs by subtracting the number of active distinguished and university professors from the caps. If one or more titles are available to award, the President may, at their discretion, request that the provost initiate a process to seek nominations for new distinguished and/or university professors.

PROCESS TIMELINE:

The selection process will follow the general timeline below:



Exceptions to this timeline may be granted by the Provost and Sr. Vice President of Academic Affairs.

AWARD DETAILS:

REMUNERATION:

Financial benefits and gifts outlined in this section are to be reviewed every two years and may be modified by the president as needed.

Awardees will be recognized by the provost and president in a public venue commemorating their achievement.

Distinguished Professorships

This honorary title will not be accompanied by additional remuneration from the Office of the Provost and Sr. Vice President for Academic Affairs. Deans are encouraged to consider recognizing this honor through a transfer to the faculty member's discretionary account that may be used on an unrestricted basis to support the distinguished professor's research and/or creative work.

Faculty may not simultaneously hold an endowed position or a faculty fellowship and a distinguished professorship. However, if a faculty member holding the title of distinguished professor moves into an administrative role at Michigan Tech, they will retain the title and applicable financial benefits.

University Professorships

In most cases, this honorary title will carry financial benefits. It is recommended that a university professor:

- Have their salary supplemented by the university professor's college dean in the amount of \$5,000 annually, as a series of one-time salary supplements, for the period the person remains in the position.
- Receive funding in the amount of at least \$10,000 annually from the Office of the Provost and Sr. Vice President for Academic Affairs that may be used on an unrestricted basis to support the university professor's research and/or creative work.

If a faculty member holding the title of University Professor moves into an administrative role at Michigan Tech, they will retain the title without the applicable financial benefits while serving in an administrative role.

EXPECTATIONS:

Named distinguished or university professors will be asked to give a seminar showcasing their current research or creative activities. Talks will utilize an existing campus-wide platform, such as the Research Forum or Tech Talks.

DURATION:

Appointments are for a period of five (5) years. Faculty holding these titles may apply for renewal of their appointment during their 5th year (see Initial Review and Renewal Procedures above). Renewal is contingent on continued performance at the same level that was evidenced at the time of initial appointment.

A faculty member will retain the title of distinguished professor or university professor until they resign or retire from Michigan Tech, or, in the case of distinguished professor, are appointed to an endowed position or named a university professor. There may be extenuating circumstances in which a distinguished or university professor (current or past) will be asked to no longer reference this title. Before this takes place, the provost, with input from the advisory committee, would make a recommendation to the President of the University.

Faculty who successfully renew their titles with remuneration **will count** as occupying an "active" professorship for the purposes of determining university limits and calculating available slots for nominations.

EMERITUS STATUS:

A distinguished professor who retires from Michigan Tech with emeritus status may retain the title: "Distinguished Professor, Emeritus."

A university professor who retires from Michigan Tech with emeritus status may retain the title: "University Professor, Emeritus" with no remuneration.

Faculty who retire and retain their title **will no longer** count as "active" for the purposes of determining university limits and calculating available slots for new nominations.