

# **UNIVERSITY OF DENVER DISTINGUISHED UNIVERSITY PROFESSOR NOMINATION AND SELECTION GUIDELINES**

## ***BACKGROUND***

In the fall of 2016, the provost asked three deans to serve on a task force to collect and examine information regarding the University's John Evans Professor award. Specifically, the task force reviewed ideas around re-naming of the John Evans Professor award, the process for selecting awardees, and the future of the University's top honor for scholarship and creative work. The task force studied the practice of other research universities and met with current Evans Professors as well as the chancellor, the provost, the vice chancellor for advancement, the deans, and the vice provost for research and graduate education. The task force recommendations were then presented to the Evans professors, the chancellor and the board of trustees for additional comment. Based on these recommendations, the provost directed the vice provost for research and graduate education to convene a committee made up of faculty across disciplines to draft guidelines for an inclusive selection process, including recommendations for stipends, duration, and responsibilities.

Current selection for this honor is based on scholarly productivity, national and international distinction in a field of research/scholarship, and work that makes a positive impact on society. The criteria will remain the same. However, given the diversity of faculty, staff and students at DU and the wide range of programs and disciplines, the selection of individuals for this recognition will become an inclusive process focused on excellence.

## ***Section A. ELIGIBILITY AND CRITERIA FOR SELECTION***

All tenure-track and research faculty members highly engaged in the research and scholarship enterprise at the University of Denver are eligible upon completing three years of full time work at the University prior to nomination. Successful nominees will usually hold the rank of full professor, but exceptional associate professors may also be considered.

### **1. NATIONAL AND INTERNATIONAL STATURE**

- A. The basis for selection as a Distinguished University Professor shall be the attainment of national and, typically, international distinction for outstanding research, scholarly or artistic achievement that has significantly benefited their field.
- B. Attainment of national and international distinction shall be determined by converging measures of excellence that are widely accepted within and outside of the candidate's field. These measures of excellence are detailed below.

## **2. SUPPORTING EVIDENCE**

Supporting evidence for evaluations of a nominee's professional achievements includes:

- a. Objective measures of the candidate's impact on their field, including citation impact, grants, service on editorial and grant review boards, and prestigious awards, honors and prizes from professional organizations in their field.
- b. Invited lectures or performances delivered at other academic, professional or cultural institutions.
- c. Services rendered as an expert, consultant, etc., to business, industry, governmental agencies, and educational organizations.

## **Section B. NOMINATION AND SELECTION PROCESS**

### **1. COMMUNICATION**

Nomination of a professor for designation as a Distinguished University Professor may be made by any faculty member, department chair, or dean of the academic unit in which the nominee holds professorial status. Nominees must abstain from communicating directly with members of the Distinguished University Professor Selection Committee for all matters pertaining to the nomination and selection process. Any communication must be channeled through the nominator and addressed to the committee convener (see B.5. below).

### **2. DOCUMENTATION**

Documentation supporting the nomination must be supplied. Nominating letters should document the candidate's national, and typically, international recognition for work that has had a significant impact upon his/her field. In fields where international recognition is more difficult to obtain, there should be clear evidence that the applicant is at the top of their field at the national level. Nomination materials should include copies of scholarly or creative materials considered by the nominator to be representative of the nominee's quality, depth, and breadth of work. Supporting materials should be provided in the form of electronic files in *pdf*, *doc* or *txt* file formats. Nomination materials shall also include a current CV of the nominee, delivered via electronic file.

### **3. EXTERNAL EVALUATIONS**

As part of the process, external evaluations of the nominee's work will be solicited from prominent members of their discipline, from both the national and international community, who are well positioned to make such a judgment.

For the independent external evaluations, the nominator is requested to provide a list of at least three names and addresses of nationally and internationally prominent and distinguished members of the discipline. These external evaluators should include 1) someone who is prominent in the candidate's subspecialty, and 2) someone who is prominent in the candidate's discipline but who is not in their subspecialty. These external evaluators should state explicitly where the applicant stands in both their subspecialty and in the relation to top scholars in their discipline. Successful applicants should be outstanding in their subspecialty, and well known and recognized in the discipline at large. Nominators should explicitly document the candidate's most important and lasting contributions.

External referees should include individuals who can provide a perspective on their field and on the contributions of the nominee to their field. The committee will consider the stature of the persons who write the letters, who will provide their own CVs. In addition:

- a. The list should not include students (current or former), or former teachers/research advisors of the nominee, recent collaborators, or close friends of the nominee.
- b. Letters from referees from within the University of Denver do not carry as much weight.
- c. The selection committee may supplement this list.
- d. The selection committee will solicit letters of support or recommendation, not the nominator nor the nominee.
- e. All evaluations will be solicited confidentially.
- f. If requested, support materials will be sent to the persons selected as referees.

#### **4. CONTINUING NOMINATIONS AND RE-NOMINATIONS**

Nominations for the Distinguished University Professor will be held for three selection cycles and reconsidered up to two times after the first nomination. A new nomination letter is not required, but nominators and nominees are encouraged to update support materials and list of referees. Re-nomination of nominees after the third selection cycle is allowed. In such event, the nominators should proceed as if for a new nomination.

#### **5. SELECTION PROCESS: ROLE OF THE CONVENER, FINAL DECISION**

A committee will evaluate nominations and make recommendations for the selection of the Distinguished University Professor. The committee's recommendations will be conveyed to the provost and chancellor for approval.

1. The selection committee will consist of DU faculty members, who are capable of assessing research and scholarly accomplishments.
2. The committee will consist of eight voting members with rotating terms: six faculty members at the associate or full level and two current Distinguished University (or John Evans) Professors.
3. The term is for three years. Accordingly, two to three new members will rotate on and off of the committee each year.
4. Deans will nominate faculty participants to serve on the committee. The vice provost for research and graduate education will consider nominations and constitute a committee that is well qualified, diverse and includes representation from divisions with and without nominees. Efforts should be made to ensure that the constituted committee includes diversity in areas such as seniority, gender, ethnicity and discipline affiliation. The selection committee will be submitted for approval by the provost.
5. The committee will be chaired by the vice provost for research and graduate education, who will serve as a non-voting member unless a tie-breaker is needed.
6. If a committee member is nominated, they will step down from the committee.

## **6. Roles and Responsibilities**

Those who receive a Distinguished University Professor award will be asked to share their expertise with the faculty, staff, friends, and DU community at large, through the University of Denver Distinguished University Professor Lecture and Performance Series. This event should showcase the work for which the awardee is being recognized.

## **7. Term and Stipend**

As the Distinguished University Professor award can help in retaining our most prestigious faculty, the term duration is set to operate most effectively for this purpose. The faculty awardee will receive both the title and an annual stipend. Both will remain in effect until resignation or retirement from the University of Denver. Those Distinguished University Professors who are awarded the title of emeritus upon retirement will be given the title Emeritus Distinguished University Professor. No stipend award will continue with the emeritus title.

Upon initial receipt of the award, the awardee will receive a \$15,000 stipend, with subsequent annual stipends of \$5,000, placed in a discretionary research account for use to support their research enterprise.

John Evans Professorship recipients prior to October 2017 may elect to become a Distinguished University Professor or to remain a John Evans Professor. Regardless if an individual elects to become a Distinguished University Professor or not, that individual will retain the benefits as

originally described in their award consisting of an annual stipend of \$4,000 and retention of the John Evans Professor title past retirement if they remain research active.

## **8. Marketing and Promotion of the Professorship**

Details regarding the importance of this award, as well as the awardees, will be prominently displayed on DU's website. In addition, this award will be given during an event that highlights its importance and is visible enough so that faculty, staff and friends of DU are aware of this prestigious award and the notable work of its recipients.