

# **Policy for Selecting and Review Distinguished Professors**

## **Nomination process**

The Vice Chancellor, Provost, and Chief Academic Officer accepts nominations of faculty for the title of Distinguished Professor for those members of the professorate who have achieved exceptionally distinguished stature in their respective academic specialties. Nominations must come from an academic dean, although faculty are welcome to suggest candidates to their deans. The nomination packet should include (1) the nominee's full *curriculum vita*, (2) a list of 3-5 referees (referees should be other distinguished scholars from highly ranked institutions) without conflicts of interest with the nominee, with phone numbers and email addresses, and (3) a nomination letter from the dean. Nominations are due by January 1<sup>st</sup>, although off-cycle review is possible under extraordinary circumstances.

Nomination packets received by the January deadline are reviewed by the Associate Provost for Faculty Affairs (APFA) and a committee of three faculty who are distinguished scholars in their own right (e.g., other distinguished professors, university professors, major award winners). The APFA will consult with the nominating dean to populate this committee. The APFA, working with the committee, will check the stature of each nominee in their respective academic specialty, defined as the sub-discipline or field in which most major academic scholars would know the nominee's work. In their conversation with referees, the APFA will solicit statements about overall qualifications and original scholarly contributions that each nominee has made and share this information with the committee. In some cases, referees who are not on the list provided by the nominator will also be contacted to ensure that a wide and diverse range of top people in the field are included; these 'off-list' referees will be provided by the committee and, if necessary, the nominating dean. It is expected that among referees, there will be some coherent agreement that the nominee has made a major and widely recognized contribution. In other words, referees should be able to not only agree that the nominee has done something important and but also identify what that important contribution is. The review process is typically completed by March 15<sup>th</sup> each year. Once vetted by the APFA and the committee of three faculty members, nominees will be sent forward for an additional review by the Vice Chancellor, Provost, and Chief Academic Officer and the Vice-President for Research (VPR).

## **Selection process**

If the Vice Chancellor, Provost, and Chief Academic Officer and the VPR both deem the nominated faculty member deserving of this honor, then the names of the Distinguished Professor designees will be sent forward to the Board of Trustees for approval. Once approved by the Board of Trustees, the Vice Chancellor, Provost, and Chief Academic Officer will notify the nominating Dean and the nominee that the individual's rank and title at Syracuse University will be Distinguished Professor of (name of the discipline). A special research bourse of \$5,000 per annum will be made available from the Office of Academic Affairs to recognize the individual's exceptional scholarly contributions to the University.

## **Distinguished Professor responsibilities**

It is expected that Distinguished Professors actively participate in the intellectual life at Syracuse University. Additionally, Distinguished Professors are encouraged to lead or facilitate one professional development opportunity or provide a public lecture of general interest each year. Faculty Affairs will help coordinate these workshops. Distinguished Professors are also strongly encouraged to mentor early- and mid-career faculty in their specialty areas and beyond. Since Distinguished Professors are expected to have a substantive *and sustained* impact on their fields, all faculty awarded this title will be asked to submit their *curriculum vitae* and a three-page summary of research activities and accomplishments every five years, for review by the VPR and Provost. Should the review conducted by the VPR and Provost raise concerns about a Distinguished Professor's substantive and sustained impact on their research field, a Distinguished Professor can be placed on a year-long probationary period, in which substantial improvements in research productivity and impacts are expected. Failure to meet that expectation can be grounds for rescinding the title of Distinguished Professor.

For more information about Distinguished Professors, please contact the Provost's Office ([provost@syr.edu](mailto:provost@syr.edu)).