**AAPPS 02.04.10**

**University Distinguished Professor Award Criteria**

**I. PURPOSE**

The purpose of the University Distinguished Professor award of Texas State University is to honor individuals at the rank of tenured professor whose performance in teaching, research, and service have been exemplary and recognized at the state, national, and international levels.

 **II.** **AWARD**

Up to five University Distinguished Professors may be selected each year. The award will consist of the following:

* Recipients will be designated as a "University Distinguished Professor" and shall retain this title for the duration of their service at Texas State.
* Recipients will receive a one-time $5,000.00 stipend at the time the award is received.
* The University Distinguished Professor will be given a special commemorative medallion that is to be worn on occasions when academic regalia is required. Each shall also be presented with a plaque.
* University Distinguished Professors are eligible to apply for Regents’ Professor.

**III. ELIGIBILITY**

A nominee for a University Distinguished Professor award shall be a full-time faculty member who has held the rank of professor for at least five consecutive years at Texas State University and who presents evidence of the following:

* A record of distinguished teaching (40%)
* A record of accomplishment in research or other creative or scholarly activity (40%)
* A record of outstanding service both at the local and state and/or national, and/or international levels (20%)
* A record of notable indicators of the potential for continuation of distinguished performance in these three areas
* A record of commitment to the university

**IV. SELECTION PROCESS**

Each fall, on or around October 1, the provost will issue a formal call for nominations for the University Distinguished Professor award via an e-mail to the university community. Faculty may self nominate or be nominated by a chair/director or dean (See Appendix A). As part of the nomination process, each nominee will prepare a *Summary Presentation* that summarizes achievements in the three applicable categories (See Appendix B). A preview committee will be appointed by the provost to review all submissions. Faculty chosen to submit a portfolio will be notified, and completed portfolios will be forwarded to the University Distinguished Professor award review committee. The review committee, appointed by the provost, will include a faculty representative from each of the academic colleges, one academic dean, two academic chairs/directors, and a representative from the Faculty Senate. The committee will be facilitated by the Associate Vice President for Institutional Effectiveness. From nominations received, and based on the nominating letters and *Summary Presentation*, the committee will select a limited number of nominees from whom they will request additional information as specified in the Selection Criteria section.

The committee will review the criteria materials and make its recommendation to the president through the office of the provost. Portfolios for faculty members named University Distinguished Professor for the year the portfolio was created will be reviewed by the president for possible nomination for the Texas State University System Regents’ Professor Award.

**V. SELECTION CRITERIA**

The University Distinguished Professor award is a prestigious award that highlights and rewards exemplary faculty. Therefore, the packet assembled for review should offer a summary of the best of the nominee’s performance in teaching, research, and service during his or her career.

Each selected nominee is asked to submit an **electronic** portfolio including, but not limited to, the suggested materials in each of the following areas:

1. **Teaching performance (weight:  40%) Documents should include all categories of information requested.**
	* Narrative presentation including philosophy of teaching, courses developed, teaching methodology.
	* Description of innovative teaching materials, methods, uses of technology, etc.
	* Formal standard evaluations (students, peers, supervisors).
	* Citations or other acknowledgements by former students (e.g. letters, e-mails, cards, etc.)
	* Other assessments (e.g. licensure examination records of former students, letters from peers inside and/or outside the University).
	* Teaching awards/recognition.
	* Other applicable documentation.
2. **Research or Other Creative or Scholarly Activity (weight: 40%) Documents should include all information requested. Nominees are** expected to have achieved success in contributing new knowledge to their discipline or to a related discipline within each five year period. It is also desirable for nominees to have mentored students and junior faculty and to have infused research or creative works into their teaching.

**Supporting Materials**:

* Samples of research or creative works (e.g. books, articles, electronic presentations, monographs, invited papers, reports, etc).
* Letters of support, conference programs, and other items that evidence involvement of student and/or junior faculty in research, creative works, and scholarly works.

#### Service ****(weight: 20**%)**  Documents should include all information requested. Nominees are expected to have made contributions to professional organizations, societies, and/or communities during their career.

#### Supporting Materials:

* A narrative summary of service on the local, state, national, and international level (including names of organizations or agencies served, descriptions of service, and dates of service).
* A listing of awards and recognitions for service.

#### Current vitae containing full information on the nominee’s career

**SUBMISSION SUGGESTIONS**

Those professors chosen to submit a portfolio for this award should keep in mind the following suggestions when submitting information for the portfolio.

* Provide support for each of the three categories “up front” using bullets where possible.
* When providing information, keep in mind that the categories are split 40/40/20.
* Use the best examples for support, not the most examples. If possible use the most current information possible.
* National, and even international awards, should be noted prominently in the information submitted.
* Do not forget to tell the “teaching story” and indicate teaching awards prominently. Ensure that this category is addressed as thoroughly as the research category.
* Do not combine information from the three categories. Discuss each category separately.
* Do not include information that does not directly support each category.