SOUTH DAKOTA STATE UNIVERSITY

GUIDELINES FOR GRANTING DISTINGUISHED PROFESSOR

Approved by Faculty Senate on November 27, 2018

Purpose

The purpose of conferring the award of Distinguished Professor is to recognize the most outstanding faculty members at SDSU who have achieved recognition in their disciplines as leading scholars and educators. This award is the institution's highest level of scholarly distinction granted to a faculty member. Those who earn the designation "Distinguished Professor" are models of professional accomplishment, who, in addition to this accomplishment, demonstrate good character, professional integrity, and exemplary citizenship within the university community and in the state and region.

Title and Benefits

Faculty members designated as Distinguished Professor may be so identified by title in all matters relating to the University. This title will be held for the duration of his or her association with the institution. In addition to the title, effective FY 2011, all Distinguished Professors will receive a $5,000 annual stipend added to one's base salary. Upon retirement, approval will be sought to change the title to Distinguished Professor Emeritus or Emerita.

Nomination Criteria

The distinction of Distinguished Professor is earned through the individual's significant contributions throughout his or her career reflecting initiative and energy beyond the standards of excellence expected of faculty members. Nomination requirements are:

- tenured Professor with at least 5 years at SDSU in teaching, scholarship, and service responsibilities;
- accomplishments in teaching and/or Extension resulting in national reputation and recognition;
- recognition by peers/discipline as a leading national/international scholar as evidenced by awards, distinctions and achievements;
- professional achievements acknowledged as distinguished by other leading scholars in the discipline; and
- appropriate contributions to the university and to the state and region as a citizen befitting a professional of this highest recognition.

Nomination Process

A nomination for Distinguished Professor may originate from any individual or group inside or outside of the University. The following materials are required for submission:

- a nomination letter that emphasizes how the nominee meets the criteria for Distinguished Professor;
- a summary of professional accomplishments and impact in the profession or field;
- a professional vita for the nominee;
- a 100-word-or-less summary highlighting the nominee's achievements;
- other appropriate supporting evidence (not to exceed ten pages); AND

- at least three and no more than five letters of support for the nominee from leaders/scholars in the nominee's field/discipline and one letter of support for the nominee from a professional outside of the discipline. Each letter should include a paragraph that provides a bio of the leader/scholar submitting the letter.

All nominations are submitted through the appropriate Department Head/School Director and Dean to the Office of Academic Affairs by **December 1st** for consideration in that academic year.

Review and Selection Process

- All nominations are submitted through the Department Head/School Director and Dean to the Provost who is responsible for assigning them to an academic dean from another College for review.
- The assigned dean, relevant department head/school director and at least one faculty member will review the nomination and provide a letter of evaluation of the nominee to the Provost. This letter should recommend action and include justification based on the criteria for the award. The letter remains part of the nomination package for the remainder of the review and selection process.
- Current distinguished professors will review nominations and provide a written recommendation for each nomination to the Provost. The recommendation should consist of comments related to the strength of the nomination based on the criteria and a summary recommendation to support or not support the nominee for the title of distinguished professor. The recommendation will be provided to the Provost.
- The recommendation from distinguished professors will be shared with the Faculty Awards Subcommittee as an informational item. The subcommittee will have an opportunity to provide further comment/recommendation to the Provost.
- The Provost and Vice President for Academic Affairs will review recommendations from all levels of review: College, Distinguished professors and Faculty Awards Subcommittee. A final recommendation from the Provost will be forwarded to the President for consideration.
- Nomination packets of those not forwarded to the President will be returned to the nominator who may update them for resubmission at a later time.

Awarding of Distinguished Professor

1. The awarding of Distinguished Professor designation will be presented during the Celebration of Faculty Excellence.
2. Nominators and/or respective colleges are encouraged to plan other recognition activities/receptions to honor these individuals.