

**Recommendation of the University Committee Distinguished Professors**

**For Development of Policies and Procedures Governing the Selection and Roles and Responsibilities of UW Milwaukee Distinguished Professors**

During the past five years, members of the University Committee and other UW Milwaukee faculty committees have held lengthy and productive discussions regarding the process used to select UW Milwaukee Distinguished professors. Concerns have been voiced regarding the limited number of faculty members holding the title of UW Milwaukee Distinguished Professor; the lack of clear and known criteria and procedures for the selection of UW Milwaukee distinguished professors; lack of faculty representation from across UW Milwaukee's schools and colleges as well as academic divisions.

Numerous faculty, during a committee of the whole discussion held at the December 2006 UW Milwaukee Faculty Senate meeting, spoke of the need for general guidelines or principles that could guide the selection of UW Milwaukee distinguished professors as well as for a clearer articulation of the roles and responsibilities of those individuals holding the title. The discussions resulted in the following principles.

**Principles**

1. Selection process should be transparent to the university faculty.
2. Selection criteria and procedures should be clearly articulated and process should have closer involvement by executive committee of candidate.
3. Number of UW Milwaukee Distinguished Professors should reflect the norm for a research university the size of UW Milwaukee
4. All UW Milwaukee faculty, regardless of college, school and faculty academic divisions (arts and humanities; natural sciences, professions and social sciences) are eligible to apply for the title of UW Milwaukee Distinguished Professor.
5. Faculty holding the title of UW Milwaukee Distinguished Professor are encouraged to communicate UWM's research and teaching agendas to citizens of SE Wisconsin, United States and the world and to actively promote the research of all UW Milwaukee faculty.

## **UW Milwaukee Distinguished Professors**

### **(1) Membership.**

- A. Faculty members from all schools and colleges are eligible for nomination to Distinguished Professor.
- B. A candidate should have an international distinction in his/her field, as evidenced by a record of distinguished scholarly contributions and accomplishments that have contributed to, advanced, and had a significant impact on his/her field of study.
- C. The appointment should be made with the objective of further enriching the intellectual life of the University.

### **(2) Committee and Member Functions.**

The UW Milwaukee Distinguished Faculty Committee is expected to be actively involved with:

- A. actively promoting and encouraging the research of all UW Milwaukee faculty;
- B. actively promoting undergraduate and graduate student recruitment;
- C. communicating UWM's research and teaching agendas with individuals both inside and outside of the University of Wisconsin-Milwaukee.

## Selection of UWM Distinguished Professors

### PROCEDURES FOR NOMINATION

- A. By the first Friday of each March the Secretary of the University distributes the criteria and procedures for nomination for the title of UWM Distinguished Professor to all members of the faculty.
- B. All nominations must be approved by the appropriate departmental (or equivalent) executive committee. Prior to making a nomination, the executive committee shall consult with a representative of the UWM Distinguished Professors committee. These consultations are meant to be advisory and facilitative of the nominations process. Approved nominations shall be forwarded by the department chair to the school or college dean by the first Friday of each September. The submission to the Dean should include:
  - a cover letter justifying the executive committee's recommendation
  - the candidate's vita
  - evidence of scholarly activities warranting the distinguished title
  - a list of recommended distinguished scholars in the field of the candidate from whom letters have been solicited for the candidate by the executive committee
  - the name of the executive committee representative. The executive committee representative is the primary person who the Dean, The Distinguished Professors Committee, Provost and Chancellor should keep informed as to the progress of the nomination process.
- C. The Dean's role is advisory to the Distinguished Professors Committee. The dean, after reviewing the candidate's materials, forwards his/her advice and all nomination materials received by the executive committee to the Vice Chancellor of Research by the second Friday on each September.
- D. The Vice Chancellor of Research forwards the nomination materials to the Distinguished Professors Committee and notifies the executive committee representative that the nominations materials have been forwarded to the Distinguished Professors Committee for review.
- E. The Vice Chancellor of Research convenes the Distinguished Professors Committee.
- F. In order to evaluate the candidate, the Vice Chancellor of Research seeks the recommendation of the Distinguished Professors Committee after they have reviewed the materials submitted by the Executive Committee.
- G. The Provost transmits the recommendation of the Distinguished Professors Committee, together with his/her own recommendation, to the Chancellor for approval. The Chancellor shall report in writing his or her decision to the nominee, the nominee's executive committee, the dean of the school/college, the Distinguished Professors Committee and the Provost by the first Friday of each May. This report will identify the main reasons for the decision. A negative decision will not prevent a future departmental nomination. As per S21.5, a positive decision by the Chancellor must be forwarded to the UW System Board of Regents for their approval.

- H. The Distinguished Professors Committee will report their activities to the University Faculty including a detailed account of number of nominations received, number of positive decisions and college/school affiliations of new and continuing members.