

Distinguished University Professor Procedures

Purpose: The rank of Distinguished University Professor is the highest recognition available to Full Professors of the University. These Professors are the leaders of FIU and set the example for research, scholarship, creative activities, teaching, and service excellence.

Eligibility: To qualify for the rank of Distinguished University Professor, the individual must have held the rank of full professor for **five years** and be recognized as a pioneering force in her/his specific area of research/scholarship/creative activities. Although the profiles of individuals selected may vary, successful candidates generally will be recognized internationally for her/his outstanding accomplishments in his/her field and beyond. However, candidates who emphasize their accomplishments in teaching must demonstrate that they have achieved an exemplary record at the institutional and national levels. Candidates who emphasize service must likely emphasize service at the national level and significant leadership within their own disciplines.

Nomination Procedure:

1. Each Spring semester the nomination and review process will take place. The conferral of this designation will take place each year at Faculty Convocation. Awards will normally not exceed five per year. Nominations may come from an FIU sponsor, or directly from the nominee, i.e., self-nominations are allowed.
2. Nominees will submit their full nomination packages (including the two endorsements from Chair/Director and Dean/VP) via email to the Office of Faculty & Global Affairs, Office of the Provost, for consideration at ofga@fiu.edu.
3. The nomination package must include the following:
 - Letter of nomination from applicant or FIU sponsor.
 - A copy of the faculty member's complete curriculum vitae
 - Letter of endorsement from nominee's Chair or Director
 - Letter of endorsement from the nominee's Dean or VP
 - Letters of support from (no more than) three members of the faculty, staff, and/or alumni (next to the letters of nomination from the Chair or Director, as well as Dean or VP mentioned above)
 - List of courses taught, students supervised, summaries of student evaluations, etc. for the past five years
 - Copies of the past five annual evaluations
 - Summary of professional service and research over at least the past five years
 - A list of contact information of five external references from outside of the university who may be contacted as necessary.

Review Process

University Special Selection Committee:

The University Special Selection Committee will be formed by the Office of the Provost in consultation with the Chair of the Faculty Senate. This committee will be comprised of 5 senior faculty members. They will be charged with reviewing the submitted nominations and making the final recommendations to the Provost. The committee must be balanced regarding

disciplinary and subject expertise and will serve for no more than three years. Each year the committee will select its own Chair. If a member of the committee is nominated for the award while serving on the committee, the Provost will appoint an alternative member for that year. The University Special Selection Committee will forward their recommendations to the Provost for consideration.

Recognition of Awardees

The Provost will designate up to five Distinguished University Professors each year and individuals selected will receive a \$5,000 base salary adjustment as part of the annual salary increase process in the academic year following their selection as Distinguished University Professors. Each honoree will be invited to give a University-wide address during the academic year. The State University System title of Distinguished Professor (Class Code 9007) will be used to classify individuals selected as Distinguished University Professors.