

## 1. GENERAL

- 1.01 Appointment to a Distinguished Professorship is a special honor conferred upon active faculty in recognition of an extended period of service that shall be marked by unusual and exemplary contributions to the University community. These contributions may take the form of teaching, research, service, or a combination of these components.
- 1.02 The designations and titles discussed in this academic policy statement are not entitlements. The designation shall not be considered as the next step of promotion in the faculty rank structure beginning with instructor and ending with professor.
- 1.03 Upon the recommendation of the Provost, the President may bestow the title of Distinguished Professor upon a very select number of tenured faculty members.
- 1.04 The title of Distinguished Professor shall be retained for the remainder of the holder's tenure at Sam Houston State University. Upon retirement from the University, the holder shall be designated Distinguished Professor Emeritus.

## 2. CRITERIA

To be considered for the title of Distinguished Professor, the faculty member must have compiled an exemplary record of performance in teaching, research, and service, with outstanding sustained achievement in at least one of these. Examples of qualifying accomplishments include multiple teaching awards, exemplary stewardship of an academic program, an outstanding research record, exceptional service to students, the University, or the community, or other endeavors that stand as an exceptional contribution.

## 3. ELIGIBILITY

Any Sam Houston State University faculty member who holds the rank of professor and has been in this rank for at least five (5) years is eligible for a Distinguished Professorship.

## 4. DURATION

Consistent with System policy, the President prefers and intends that honorary titles be held in perpetuity. Notwithstanding anything to the contrary in APS 860425, conferring any such title does not create a property right or entitlement in the holder.

The President reserves the right to revoke a title, if, in his/her sole judgment and discretion, the best interests of the Texas State University System or a component warrant such action.

## 5. THE DISTINGUISHED PROFESSOR COMMITTEE

The Distinguished Professor Committee is appointed by the President from nominations submitted by the Provost and Vice President for Academic Affairs. The committee reports to the Provost. The Distinguished Professor Committee reviews the credentials of candidates for Distinguished Professor and makes the appropriate recommendations. It consists of at least three (3) TSUS Regents' Professors or Distinguished Professors. In the event that three Distinguished Professors are not available to serve on the committee, members of the faculty holding the rank of Professor with at least five (5) years in rank may be asked to serve. It is preferable that all colleges be represented on the committee. The Distinguished Professor Committee must be chaired by a Distinguished Professor or TSUS Regents' Professor.

## 6. REVIEW TIMETABLE AND PROCEDURES

- 6.01 Any member of the full-time faculty may nominate another faculty member for a Distinguished Professorship. Nominations are made to the appropriate Chair or Director of the Newton Gresham Library. Self-nominations are not permitted. All tenured faculty members of the nominee's academic unit will serve as an initial Departmental Screening Committee. Their responsibility is to certify in writing whether the nominee has satisfied the eligibility criteria. Written nominations are reviewed by the Department Chair or Director of the Newton Gresham Library.
- 6.02 In order to complete the necessary review process in time for consideration during the current academic year, nominations of current faculty must be submitted by the first Tuesday in October.
- 6.03 The nominee, after consulting with the chair, shall, by the first Monday in November, compile a dossier, with the assistance of the chair, which should include but not be limited to the following:
  - a. A comprehensive biographical and professional curriculum vita.
  - b. A statement of reasons for presenting the nomination carefully referenced to the evaluative criteria.

- c. Appropriate supporting data and documentation, internal letters of endorsement, and samples of professional work.
  - d. The documentation should be submitted in electronic form as one document.
- 6.04 If the candidate receives a negative recommendation from the departmental screening committee, there will be no further consideration of the nomination. The department/school chair/director will forward any positive recommendation of the departmental screening committee, along with a letter supporting or opposing the nomination and the dossier to the appropriate college dean, no later than the third Monday in November. The director of the Newton Gresham Library will forward recommendations to the Provost and Vice President for Academic Affairs by the same deadline.
- 6.05 If the recommendation of the dean is negative, there will be no further consideration of the nomination. The dean will forward all positive recommendations including their letter of support to the Provost and Vice President for Academic Affairs.
- 6.06 The Provost and Vice President for Academic Affairs will forward the electronic file to the University Distinguished Professor Committee by the second Monday in December.
- 6.07 By the first Monday in April, the University Distinguished Professor Committee will forward its recommendation to the Provost and Vice President for Academic Affairs.
- 6.08 The Provost and Vice President for Academic Affairs will evaluate and forward all nominations and review materials, along with a written recommendation, to the President. The President bestows the title of Distinguished Professor.

APPROVED: \_\_\_\_\_ < signed >  
Dana G. Hoyt, President

DATED: \_\_\_\_\_ 1/29/18

**CERTIFICATION STATEMENT**

This academic policy statement (APS) has been approved by the reviewer(s) listed below and represents SHSU's Division of Academic Affairs' policy from the date of this document until superseded.

Original: April 25, 1986  
Reviewer(s): Council of Academic Deans  
Faculty Senate  
Academic Affairs Council

Review Cycle: Five years\*  
Review Date: Fall 2022

Approved: < signed >  
Richard Eglsaer  
Provost and Vice President  
for Academic Affairs

Date: 1/29/18

\*Effective January 2018, Academic Policy Statements will be reviewed on a rotating 5-year schedule. To transition to a distributed review load, some policies may be reviewed prior to the 5-year timeframe, with subsequent reviews transitioning to the 5-year schedule.