

***Recommended to the Faculty Senate as approved by the University  
Committee on Appointment, Promotion & Tenure, February 13, 2002***

**NEW COMMITTEE**

**Committee on University and Distinguished Professors**—To carry out the role outlined in the Faculty Promotion and Tenure procedures and such other functions as shall be assigned by the Provost and/or the Chair of the Faculty Senate. Membership: Provost (ex-officio and non-voting), four members of the faculty holding the rank of Professor and four members of the faculty holding either the rank of University Professor or Distinguished Professor. The members of the Committee shall be elected by the member of the faculty at the time of campus-wide elections. Members of the Committee shall serve two-year terms, with two faculty members holding the rank of Professor and two holding either the rank of University Professor or Distinguished Professor elected each year. No member of the Committee can serve two successive terms. The membership of this committee shall annually select an individual to serve as chairperson.

**PROCEDURES FOR APPOINTING UNIVERSITY AND DISTINGUISHED  
PROFESSORS**

Designation as a university professor or a distinguished professor is a high honor for faculty in recognition of excellence in performance of their duties, as outlined below. If individuals meet the substantive criteria for both, they may hold appointments to university and distinguished professorships simultaneously.

**University Professorship**

**Substantive Criteria**

Appointment to a university professorship is a special honor conferred only upon active faculty in recognition of an extended period of exemplary service in a spirit of collegiality to the University of Arkansas, Fayetteville, their profession, or to the public through their professional activities. In order to achieve this distinction, a faculty member must, in addition to having an extended period of exemplary service to the University of Arkansas, Fayetteville, have gained wide recognition among their peers for their sustained excellence in scholarship, teaching, research or creative activity germane to their respective disciplines while serving as a member of the faculty of the University of Arkansas, Fayetteville. Once appointed to the rank of university professor, the individual shall hold this rank for the remainder of their tenure at the University of Arkansas, Fayetteville.

The honor of a university professorship may be awarded to active faculty who already hold the rank of professor or distinguished professor. Individuals who

have been serving in an administrative capacity at the University of Arkansas, Fayetteville, are not eligible for receipt of this honor until a minimum of three years after leaving their administrative position.

The tenured and tenure-track faculty of each unit, with the concurrence of the chairperson of the department (or equivalent unit), the Dean and the Provost, shall establish the substantive criteria for appointment to a university professorship within that unit. These criteria must be consistent with the requirements for appointment to a university professorship noted elsewhere in this document.

### **Procedural Guidelines**

1. Any member of the faculty of the University of Arkansas may nominate a member of the faculty for appointment to a university professorship. A letter of nomination must set forth briefly the achievements of distinction that warrant the appointment and be submitted to the chairperson of the Committee on University and Distinguished Professorships.
2. Upon receipt of a nomination for appointment to a university professorship, the members of the Committee on University and Distinguished Professorships shall determine if the material contained in the written nomination letter appears to justify further consideration of the credentials of the nominee. If a simple majority of the members of the Committee determines that further consideration is warranted, the chairperson of the Committee shall notify the chairperson of the nominee's unit of its decision and request that documentation of the nominee's career achievements in support of the nomination be submitted to the unit's tenured faculty members for their recommendation. The chairperson of the Committee shall, at the same time, forward copies of their recommendation to the nominee and the individual submitting the nomination.
3. Following receipt of the recommendation of the unit's tenured and tenure-track faculty, the chairperson of the unit shall formulate her/his own independent recommendation with respect to the appointment and then forward the complete package to the Dean with the request that the materials, along with the recommendations of the unit's tenured faculty members, the unit's chairperson and the Dean, be submitted to the Committee on University and Distinguished Professorships for further evaluation. The nominee shall be informed of the recommendations by the unit's tenured faculty, the unit's chairperson and the Dean immediately following the formulation of each recommendation.
4. The Committee on University and Distinguished Professorships shall determine by simple majority vote the nature of their recommendation to

- the Provost with respect to the appointment of the nominee to a university professorship.
5. The Provost and Chancellor shall inform the nominee and the chairperson of the Committee on University and Distinguished Professorships of the disposition of the recommended action with respect to the nominee's appointment.
  6. At any point during the process, the nominee may withdraw his/her name from further consideration.

## **Distinguished Professorship**

### **Substantive Criteria**

Appointment to a distinguished professorship at the University of Arkansas is a special distinction that is reserved for those individuals who are recognized nationally and internationally as intellectual leaders in their academic disciplines as a result of extraordinary accomplishments in teaching, published works, research, creative accomplishments in the performing arts, or in other endeavors. Individuals may have gained such recognition for distinction at this or another university.

Appointment to a distinguished professorship shall be made only when clear indication exists that an individual so appointed will continue to provide exemplary academic and intellectual leadership and continue their professional activities in such a way as to maintain national and international recognition and a commensurate level of accomplishment.

The initial appointment to a distinguished professorship shall be for a period of five-years. During the fifth year of the appointment, a review of the performance of the faculty member holding the distinguished professorship shall be conducted in order to ascertain if that individual's level of performance since receiving the appointment continues to meet the substantive criteria for appointment to a distinguished professorship. If it is decided that the appointment should be continued, no further reviews for reappointment to the distinguished professorship shall be conducted.

The tenured and tenure-track faculty of each unit, with the concurrence of the chairperson of the department (or equivalent unit), the Dean and the Provost, shall establish the substantive criteria for appointment to a distinguished professorship within that unit. These criteria must be consistent with the requirements for appointment to a distinguished professorship noted elsewhere in this document.

## **Procedural Guidelines for Initial Appointment**

1. Any member of the faculty of the University of Arkansas may nominate either a member of the faculty or a prospective member of the faculty for appointment to a distinguished professorship. A letter of nomination must set forth briefly the achievements of distinction that warrant the appointment and be submitted to the chairperson of the Committee on University and Distinguished Professorships.
2. Upon receipt of a nomination for appointment to a distinguished professorship, the members of the Committee on University and Distinguished Professorships shall determine if the material contained in the written nomination letter appears to justify further consideration of the credentials of the nominee. If a simple majority of the members of the Committee determines that further consideration is warranted, the chairperson of the Committee shall notify the chairperson of the nominee's unit of its decision and request that documentation of the nominee's career achievements in support of the nomination, including letters from external reviewers, be submitted to the unit's tenured faculty members for their recommendation. If the nominee is a current member of the faculty of the University of Arkansas, the chairperson of the Committee shall, at the same time, forward copies of their recommendation to the nominee and the individual submitting the nomination. If the nominee is not a current member of the faculty of the University of Arkansas, the chairperson of the Committee shall, at the same time, forward a copy of their recommendation to the individual submitting the nomination.
3. Following receipt of the recommendation by anonymous written ballot of the unit's tenured faculty, the chairperson of the unit shall formulate her/his own independent recommendation with respect to the appointment and then forward the complete package to the Dean with the request that the materials, along with the recommendations of the unit's tenured faculty members, the department chairperson and the Dean, be submitted to the Committee on University and Distinguished Professorships for further evaluation. The nominee shall be informed of the recommendations by the unit's tenured faculty, the unit's chairperson and the Dean immediately following the formulation of each recommendation
4. The Committee on University and Distinguished Professorships shall determine by simple majority vote the nature of their recommendation to the Provost with respect to the appointment of the nominee to a distinguished professorship.
5. The Provost and Chancellor shall inform the nominee and the chairperson of the Committee on University and Distinguished Professorships of the

disposition of the recommended action with respect to the nominee's appointment.

6. At any point during the process, the nominee may withdraw his/her name from further consideration.

### **Procedural Guidelines for the Five-Year Review for Reappointment**

1. At the beginning of each academic year the chairperson of the Committee on University and Distinguished Professors shall determine if there are university faculty members who were named distinguished professor after July 1, 2002 and are entering their fifth year of such appointment. The chairperson of the Committee shall notify the chairperson of the individual's unit that a five-year review for reappointment is being initiated and request that a complete dossier be submitted to the unit's tenured faculty members for their recommendation. At the same time, the chairperson of the Committee on University and Distinguished Professors shall notify the individual holding the appointment as a distinguished professor that the five-year review for reappointment has been initiated.
2. Following receipt of the recommendation the unit's tenured faculty, the chairperson of the unit shall formulate her/his own independent recommendation with respect to the reappointment and then forward the complete package to the Dean with the request that the materials, along with the recommendations of the unit's tenured faculty members, the unit chairperson and the Dean, be submitted to the Committee on University and Distinguished Professorships for further evaluation. The individual holding the distinguished professorship shall be informed of the recommendations by the unit's tenured faculty, the unit's chairperson and the Dean immediately following the formulation of each recommendation
3. The Committee on University and Distinguished Professorships shall determine by simple majority vote the nature of their recommendation to the Provost with respect to the reappointment of the faculty member to a distinguished professorship.
4. The Provost and Chancellor shall inform the chairperson of the Committee on University and Distinguished Professorships of the disposition of the recommended action with respect to the faculty member's reappointment.
5. At any point during the process, the faculty member may withdraw his/her name from further consideration reappointment to a distinguished professorship.