



TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER EL PASO

Operating Policy and Procedure

HSCEP OP: 10.13, **Selection of University Distinguished Professors**

PURPOSE: The purpose of this Texas Tech University Health Sciences Center El Paso Operating Policy and Procedure (HSCEP OP) is to ensure understanding and a standardized approach in the handling of University Distinguished Professorships.

REVIEW: This HSCEP OP will be reviewed by October 1 of every even number year (ENY) by the Vice President for Academic Affairs or designee, with recommendations for revision submitted to the President by November 1.

POLICY/PROCEDURE:

1. **University Distinguished Professor.** The title, University Distinguished Professor, will be conferred on selected members of the Texas Tech University Health Sciences Center El Paso faculty to recognize distinguished achievement in teaching, research and service. A University Distinguished Professorship will be held for the remainder of the recipient's active service at TTUHSCEP. Holders of the title, University Distinguished Professor, if granted emeritus status upon retirement, shall be designated as University Distinguished Professor Emeritus. Assignments for University Distinguished Professors will be arranged with the dean, chairperson/director, and the President. The designation will be highly honorific and consequently very exclusive. Membership in this category will reflect the diverse scholarly dimensions of TTUHSCEP.
2. **Criteria for Selecting University Distinguished Professors.**
 - a. In general, University distinguished Professors will have been recognized nationally and usually internationally for the importance of their scholarly achievements. They will also have demonstrated the breadth of interest characteristically encompassed by the traditional role of professor as teacher and public servant. In addition, they will have brought distinction to TTUHSCEP as a result of their activities.
 - b. Specifically, a University Distinguished Professor will have achieved a record judged by peers to be superior and outstanding in preferably all, but in at least two, of the following areas: superior teaching skills of recognized breadth and depth in their discipline; scholarly and research achievements; and a distinguished record of clinical service and community service.
 - c. University Distinguished Professors will have already achieved an outstanding record comparable to that of scholars awarded named professorships at TTUHSCEP and elsewhere. That record will have been recognized by the University at previous opportunities where merit is rewarded such as salary increases.
 - d. University Distinguished Professorships will be conferred on members of the TTUHSCEP faculty with the rank of full professor whose achievement has already been recognized by the University. The individual must have been employed full-time at Texas Tech for at least ten years.
3. **Selection Process.** University Distinguished Professorships will be awarded by the President upon recommendation of a committee of faculty and deans.
 - a. From time to time, but not more frequently than annually, the President will request nominations for University Distinguished Professorships from members of the faculty, deans, directors, and chairpersons.

- b. Written nominations, submitted to the President, will include:
- (1) A cover letter making or supporting the nomination and providing a brief summary of the candidate's achievements;
 - (2) The candidate's curriculum vitae;
 - (3) Letters of endorsement from relevant deans and chairpersons or directors. These administrators will consult with appropriate department, school, or college advisory committees before endorsing nominations;
 - (4) Letters of support from faculty and other colleagues at this and other institutions, as well as appropriate other entities, assessing the candidate's record of achievements in teaching, research, or public service.
 - (5) Letters of support from present and former students will be encouraged when appropriate.
- c. A standing advisory committee composed of four faculty members appointed by the President and seven deans or their designees, and serving four-year terms on a staggered basis, will review nominations and make recommendations to the President for transmittal to the Chancellor. Nominations for committee members will be obtained from the deans of all TTUHSCEP schools. Committee members must be professors who themselves have outstanding records of teaching, research, clinical and/or community service, and are committed to the multi-dimensional concept of excellence valued by TTUHSCEP. The selection of the committee's membership must ensure the inclusion of women and minorities.