

UNIVERSITY PROFESSORSHIPS

Additional Information about University Professorships can be found on the website:

<http://www.sandiego.edu/provost/awards/professorships/index.php>

Historical Perspective

The University Professorship was established by the Board of Trustees as a recommendation by Sister Sally Furay, Provost and Academic Vice President of USD. The award was established to recognize outstanding, balanced cumulative career contributions by a tenured Associate or Full Professor who clearly demonstrates the mission and goals of USD. The award carries both a certificate of recognition and a stipend (at present \$20,000). Besides peer recognition of cumulative service, the award was also meant to offset the reality that USD does not provide a salary increment to faculty who reach the associate or full professorship rank. The honor is formally announced by the President at the Fall Faculty Convocation. University Professorships for eligible SOLES faculty are awarded every other year,

Present Award Composition

Only faculty who have been awarded tenure are eligible for a University Professorship Award. All SOLES tenure track faculty are eligible to vote for the SOLES Professorship Award recipient(s).

University Professorship: Recognition for outstanding, balanced cumulative career contributions supporting the mission and goals of USD. (Candidate must be nominated by a tenure track member of the School of Leadership and Education Sciences.)

- Process: Nomination by peer(s) by closing date of nominations. Peer provides a letter of rationale for the nomination based on the award criteria stated here.
 - Candidate may submit additional support material (maximum 5 pages) no later than the last working day prior to voting by the tenure faculty in SOLES.
- Timing: Professorship is held for one USD fiscal year (July 1-June 30).
- Finances: Flexible use of funds. For example: stipend and/or release time (taxable and benefit charges at the present rate of 5.47%), or other professional expenditures [travel, supplies or equipment (if equipment is used outside of university it is taxable)]. The recipient presents a proposed expenditure budget to the Dean at the beginning of the fiscal year and the expenditures are handled by the Assistant Vice President for Academic Administration.

School of Leadership and Education Sciences Professorship Committee

The Professorship Award Committee will consist of the recipients of the prior two years Professorship Awards; this is a committee of three. The chair of the committee will be one of the committee members in his/her second year on the award committee.

Guidelines for Submission

A nomination for a Professorship Recognition Award (1 to 2 pages) must be presented to the Dean's Executive Assistant. A faculty member nominated for a professorship recognition award will be invited to submit additional support materials (maximum 5 pages).

Procedures for Review of Documentation & Voting:

Review: The documentation for all professorship recognition based awards will be made available by the Dean's office. Faculty members are expected to review all documentation to make an informed decision about voting for candidates. *Voting:* The Dean's Executive Assistant will conduct the voting procedures. An envelope with the names of the tenure line faculty who are eligible to vote will be signed by each tenure track faculty member as they insert a ballot in a sealed envelope into the

signature envelope. All Members of the Professorship Award Committee will jointly count the ballots.

Letters of Award: When awards are made, an award letter will be issued by the Dean with a copy to the Provost, specifying the amount and nature of the award (or incorporating by reference the proposal which has been approved), and notifying faculty of the procedures and time deadlines.