

## *Call for Nominations*

### **PRESIDENTIAL PROFESSORSHIP**

Presidential Professors are those faculty members who excel in all of their professional activities and who relate those activities to the students they teach and mentor, including undergraduate, graduate, professional students, as well as clinical residents and fellows. These professors inspire their students; mentor them in the process of research and creative/scholarly activity within their discipline; and exemplify to their students (both past and present) and to their colleagues (both at the University and within their disciplines nationwide) the ideals of a scholar through their endeavors in teaching, research and creative/scholarly activity, and professional and University service and public outreach.

#### **CRITERIA FOR SELECTION**

##### **ELIGIBILITY**

Nominees must be full-time (**or, for HSC, hold a full-time FTE combined appointment with OU Health**), regular or non-regular faculty members. The nominee must have been an OU employee during the period for which the outstanding contributions are being recognized; previous accomplishments at other institutions, if applicable, may be used in support of a continued outstanding performance in the area of the specific award. The nominee must have excelled in at least two of the three areas below. Recipients of the David L. Boren Professorship, David Ross Boyd Professorship, George Lynn Cross Research Professorship, and the Regents' Professorship are not eligible for a Presidential Professorship.

##### **I. Teaching**

The nominee shall have demonstrated leadership in modernizing and improving the undergraduate/graduate/professional/clinical instructional enterprise, including (i) the effectiveness of undergraduate (lower and upper division) and/or graduate and/or professional courses developed and taught by the nominee, and (ii) the extent of the nominee's involvement with undergraduate/graduate/professional students and/or clinical residents and fellows in research/mentoring/advising within the academic discipline. In addition, the nominee must have actively participated in student-centered activities such as, but not limited to, OU's Undergraduate/Graduate Research Day, Stewart Wolf Day, REU and/or FYRE programs, freshman Gateway courses, professional clerkships, mentorship of honors student theses, and sponsorship of academic clubs.

##### **ii. Research and Creative/Scholarly Activity**

The nominee shall have demonstrated significant involvement of graduate/ undergraduate/professional students and/or clinical residents and fellows in the nominee's research and creative scholarly activities. This should be supported by measurable peer-reviewed outcomes including the quality and quantity of theses and dissertations supervised, professional degrees/certifications issued publications co-authored with students, and performances/exhibits that involve significant student participation. For the Health Sciences Center, attention will be given to the ways in which a nominee may have an impact through team science and interdisciplinary/interprofessional scholarship.

##### **iii. University/Professional Service and Public Outreach**

The nominee must have contributed significantly to, and positively impacted, departmental/college/center/University committees and/or public outreach programs. A faculty member's contributions to the general community include professional service that may be specific to a discipline (e.g., clinical practice and excellence in outcomes such as quality and patient experience; service as a journal editor, conference organizer, or in leadership positions in professional organizations), as well as impactful activities that benefit University-community interactions (e.g., teacher training and service learning projects). Such activities enhance achievements in teaching and research. Successful nominees shall have demonstrated exceptional performance in activities that enhance the University's role and standing in the community.

See [Section 3.12.4](#) of the [HSC Faculty Handbook](#) for more information.

#### **NOMINATIONS MUST INCLUDE:**

Nomination materials must include the following, not to exceed 25 pages combined:

- A nomination letter (no more than three single-spaced pages) describing the nominee's impact on the scholarly and overall professional development of the students they teach and mentor;
- Customized vitae of the nominee that contains the relevant information pertaining to the accomplishments being cited for the award consideration;
- A short biographical sketch (125 word max) highlighting the nominee's most significant accomplishments and written for a general audience.

In addition, the following must be included but will not count toward the 25-page limit:

- Up to a total of five support letters from students (former or current) and professional colleagues (internal and/or external to OU) who can speak to the nominee's influence on students. These letters should, collectively, address as many of the relevant award criteria that the writer(s) can speak to.
- The nominee's Summary Reports of Annual Evaluations for the previous three years, or since beginning at the University if the nominee has been at the University less than three years.

## **NOMINATION PROCEDURES**

**Initiation:** The President in conjunction with the Senior Vice President and Provost of the Norman Campus and the Senior Vice President and Provost of the Health Sciences Center - (a) will review the number of vacant Presidential Professorships, (b) will hold three vacancies each year for recruitment and retention of qualified faculty, and (c) will issue a call for nominations by September 15. The solicitations will be posted on the appropriate campus website, for access by nominators and faculty on all campuses.

**Recommendations:** Nominations may derive from department chairs or unit directors, elected members of departmental/unit Committee A, a department's/unit's approved nomination committee, Center leaders, or a group of faculty who are familiar with the nominee's qualifications for the award. The nominating entity will be responsible for assembling the nomination packets, including supporting documentation.

Nominations will be forwarded to the respective dean of the college for review and endorsement. An optional letter from the dean, if included, will focus on evaluatory comments regarding the quality and significance of the nominee's impact on the broader OU mission. The dean's letter will not count toward the page limit below. The dean will submit all the recommendations and supporting documentation to the respective Senior Vice President and Provost by **November 1**.

## **SELECTION PROCEDURES**

The Presidential Professorship selection committees on both campuses shall consider only the formal nominations. The committees may seek additional data about the nominees from supplemental sources, as appropriate. The selection committees' selections for the Presidential Professors must be forwarded by February 1 to the President along with all nominations and all substantiating materials pertaining to all nominees. The President will make recommendations to the Board of Regents. The final selection of the recipients will be made by the Board of Regents. The final selections will be announced at the Spring General Faculty Meeting.

## **PERQUISITES**

The Professorship is awarded for a four-year term. Assistant and Associate Professors receive \$5,000 per year and Professors receive \$10,000 per year. To be eligible for funding in any given year, a faculty member must be considered as a full-time continuing member of the University.

Decisions regarding merit increases in base faculty salary in the academic year will be made independently of faculty status as a Presidential Professor.

Presidential Professors will receive the professorship funding as a taxable bonus paid annually.

## **TERM OF THE AWARD**

The Professorship is granted for a four-year term with the faculty member receiving the funding each year based on faculty rank. Recipients retain the Presidential Professor title permanently.

(Regents, 9-11-19, 10-23-19, 1-28-21, 12-2-21)

## PRESIDENTIAL PROFESSORSHIPS

### GUIDELINES FOR NOMINATION MATERIALS SUBMITTED

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The HSC Presidential Professorship Selection Committee requests the following guidelines be followed when submitting nominations for the Presidential Professorship.

#### **ELECTRONIC TRANSMISSION OF NOMINATIONS: \***

An electronic dossier for each nomination is to be submitted by the Dean's Office [via e-mail](#), to the Senior Vice President and Provost's Office for placement on a secured website accessible to Presidential Professorship Selection Committee members only.

#### **HARD COPY NOMINATIONS: \***

Hard copy dossiers (**one unbound copy**) are ONLY required for departmental and college review committees. **FOLDERS AND NOTEBOOKS ARE NOT ACCEPTABLE.** Double-sided copying of the materials in the dossier is encouraged wherever possible to reduce volume and weight. DO NOT SEND ORIGINALS.

**NOTE:** [Please read the nomination dossier requirements carefully.](#) Materials are to be presented in the following order:

#### (1) **Faculty Awards Cover Page**

**25-page limit for the following items COMBINED (number pages 1-25 starting with the packet index/short bio page):**

- (2) The sequence below should be followed using the **Presidential Professorship Award Packet Template** found [here](#). Use this Word document template to assemble the award dossier. Items 3a-3c of the template are to be filled in (*type/paste information in*) and the other documents (i.e. letters of nomination and support, CV, etc.) should be inserted to complete the nomination packet.
- a. **Index & Biography** (125 word max) highlighting the nominee's most significant accomplishments and written for a general audience.
  - b. **Letter of Nomination** (splice in pages or insert text into [template](#), no more than 3 single-spaced pages) This is the most important part of the application and should be written with that in mind. It should describe the nominee's impact on the scholarly and overall professional development of the students they teach and mentor. It should also outline the candidate's qualifications for the award and be a synopsis of the entire application. The letter must point out how the candidate meets the requirements for the award. Look at the criteria for selection and address each point. Include innovative teaching, research, or service. The letter should be in plain English without jargon and technical terms. The nominator should distinguish between normal (expected) faculty performance and extraordinary achievements.
  - c. **Customized Vitae** (no more than 5 pages; see **OUHSC Customized Curriculum Vitae Guide for the Presidential Professorship Nomination Packet** found [here](#)) that contains only relevant information pertaining to the accomplishments being cited for the award consideration. *When limiting a CV to 5 pages, keep in mind that information regarding publications, presentations, courses, awards, and service, etc. can be embedded into sections 3a-3c of the template document.*

DO NOT include copies of reprints or certificates. These items will be removed.

**Additional REQUIRED documents not counted towards the 25-page limit:**

- (3) The following sequence should be followed:
- a. **Faculty Evaluations** from previous 3 years (2019 – 2021 or most recent)
  - b. **Letters of Support:**  
No more than 5 letters from professional colleagues (internal/external) who can speak to the nominee's influence on students or from students (current/former/alumni). These letters should, collectively, address as many of the relevant award criteria that the writer(s) can speak to. Additional letters will be removed.

**Additional OPTIONAL document(s) not counted towards the 25-page limit:**

- (4) **Letter from the Dean (Optional):** **The HSC College Dean's signature on the nomination coversheet is the only endorsement needed.** If included, the optional Dean's letter will focus on evaluatory comments regarding the quality and significance of the nominee's impact on the broader OU mission.