

Annex A
Suggested Documentation in Support of Candidacy for Appointment to University Professorships

Guiding Principles: Candidates for appointment to the rank of University Professor are expected to provide documentation that clearly indicates at least ten years of exemplary accomplishments at the rank of Professor and are widely recognized in all three areas vital to the life of this University: service, teaching, and research or creative contributions. The careers of candidates must demonstrate a direct and significant impact on this University, and the value of the candidate's contributions to this university should be discernable to their nationally or internationally established peers from other, similarly ranked institutions.

The position of University Professor is a distinct recognition that a candidate for this position has devoted much of their career in service to improving the University, or brought national or international recognition to the University through their service.

Letters from department chairs and college deans are expected to go beyond reporting the vote count, and should provide evidence-based arguments about the contributions that could merit appointment to University Professor.

In accordance with Academic Policy 1405.11 on Appointment, Promotion and Tenure, an application for appointment to University Professor is expected to include a minimum of three external letters from faculty at peer universities or appropriate institutions. Reviewers should hold the rank of Professor, or have a similar position of responsibility.

The case for appointment must be clearly stated, in the appropriate context, and supported by evidence. The case for the appointment should be clear from external letters, also. The relevant personnel documents stating the expectations for the appointment should be included in the solicitation letters to referees.

Examples of Applicable Accomplishments. While it is recognized that criteria will vary across academic disciplines and professions, the following are offered as illustrative examples of the types of achievements and accomplishments that should be demonstrated by the candidate and assessed by the reviewers. There should be multiple examples within a balanced portfolio focused upon service, teaching, and research or creative contributions.

Candidates must provide evidence of sustained and exemplary service to the University. Candidates should be widely recognized for service and should present a sustained record of contributions in teaching and research.

Service in an administrative role (more than fifty percent) shall not be sufficient for appointment to the rank of University Professor. The expectation is that no one can be appointed University Professor while serving as an administrator, or for three years after holding such a position.

Service to the University may include service to the candidate's academic unit and the broader University community, and may include service to the state, regional, national or international communities in areas that relate to the academic role of the candidate at the University. Ideally, there should be a demonstrable improvement in the functioning and/or reputation of the University or the applicant's academic unit as a result of such contributions. Examples of service may include:

- Service on professional boards with a demonstrable impact on the broader society or the profession through positions on state, regional, national, or international committees, commissions, agencies or similar organizations is also relevant to a consideration of the service provided by the candidate. Meaningful assistance that aids in the setting of standards or guidelines for state, regional, national or international policies may also inform the decision to appoint as University Professor.
- Service as an editor to one or more publications in the candidate's profession or academic discipline may also be relevant. The candidate should demonstrate that the publication has a meaningful impact in the applicable field and that the candidate's role was significant.

Candidates must have a sustained record of teaching at the U of A, as indicated by student and peer evaluations, mentoring of students who have moved on to positions of responsibility, receipt of teaching awards or recognitions, and/or a direct impact on curricular developments, and innovation in teaching and learning. Scholarly publications and presentations about pedagogy, assessment or other aspects of the teaching function may also provide evidence of teaching excellence. Evidence of advancing teaching in the profession is also desirable. Evidence from alumni about the value of a candidate's teaching, advice, and mentoring may also be considered, in addition to an active role in teaching and learning seminars, symposia, and mentoring activities geared towards other faculty members here or at other institutions.

- Candidates must demonstrate a sustained level of research, scholarship or artistic endeavor reflective of their disciplines.
 - In fields where books and articles in journals are the principal means by which faculty members make their scholarly contributions, the number and quality of articles must demonstrate a sustained commitment to excellence and productivity. The reputation of books and ranking of journals in which such scholarship occurs may be relevant in helping to assess the value or impact on the profession. Other metrics may also be used to provide evidence of scholarship.
 - In fields where creative activities such as concert performances, acting, art exhibitions, or films are involved, criteria should involve repeated demonstrations of excellence. Supporting evidence may include reviews, the importance of the venues of performance or exhibition, and the impact of the works upon the field. Evidence should demonstrate the value and merit of the contribution.

- In fields where external grant funding serves as an indicator of national or international recognition, the agencies making the awards, the frequency of grants being awarded, and their cumulative dollar amounts should be noted. The impact upon scholarly output and practice while at the University should be addressed.

- In fields where patents serve as an indicator of achievement, the candidate will provide information about the patents, and the extent to which such patents are commercialized and have advanced the applicable technology.

Annex B

Suggested Documentation in Support of Appointments to Distinguished Professorships

Guiding Principles: A Distinguished Professor candidate is expected to report multiple, independently verifiable factors that are clearly indicative of being at a high level of scholarly preeminence in their discipline, specialty, or profession. The candidate's career should indicate sustained continuing contributions to national or international advancement in their respective areas. In conjunction with scholarship, there would be a sustained level of teaching and learning excellence.

The appointment of Distinguished Professor is a distinct recognition of the fact that candidates for this position have devoted their career to scholarship with national and international impact. Concurrent with scholarship is a sustained record of teaching and learning excellence.

Letters from department chairs and college deans are expected to go beyond reporting the vote count, and should present clear, evidence-based arguments about the proposed appointment to Distinguished Professor.

In accordance with Academic Policy 1405.11 on Appointment, Promotion and Tenure, an application for appointment as Distinguished Professor is expected to include a minimum of three external letters from faculty at peer universities or appropriate institutions. External letters of evaluation should be solicited from nationally or internationally renowned experts whose evaluations indicate a thorough knowledge of the achievements of the candidate. The letters should provide an explanation why the candidate deserves the appointment. Reviewers should hold the rank of Distinguished Professor or an appointment reflecting the accomplishments of a Distinguished Professor.

The case for appointment must be clearly stated, in the appropriate context, and supported by evidence. The case for the appointment should be clear from external letters, also. The relevant personnel documents stating the expectations for the appointment should be included in the solicitation letters to referees.

Examples of Applicable Accomplishments. While it is recognized that criteria will vary across academic disciplines and professions, the following are offered as illustrative examples of the types of achievements and accomplishments in scholarship, teaching, and service that should be documented by the candidate and assessed by the reviewers.

Candidates should have already received multiple research or artistic achievement awards and recognition that are of national or international importance and have been made a Fellow (or similarly recognized position) of at least one prestigious scholarly society in their discipline.

- In fields where books and journal articles are the principal means by which faculty members make their scholarly contributions, the number and quality of articles must demonstrate a sustained commitment to excellence and productivity. The role of co-

authorship should verify the elements contributed by the candidate. The reputation of the books and the rank of journals in which such scholarship occurs may be relevant in helping to assess the value or impact on the profession. Other scholarly metrics may be used to provide evidence of the value or impact of such scholarship. The candidate should clearly demonstrate a level of preeminence in their discipline, specialty, or profession.

- In fields where creative activities such as concert performances, acting, art exhibitions, or films are involved, criteria should involve repeated demonstrations of excellence. Supporting evidence may include reviews, the importance of the venues of performance or exhibition, and the impact of the works upon the field. Evidence should demonstrate the national and international value and merit of the works.
- In fields where external grant funding serves as an indicator of national or international recognition, the agencies making the awards, the frequency of grants being awarded, and their cumulative dollar amounts for each grant should be noted. The impact upon scholarly output and practice while at the University should be addressed. The national and international impact and significance of the product should be emphasized.
- In fields where patents serve as an indicator of achievement, the candidate will provide information about the patents, and the extent to which such patents are commercialized and have advanced the applicable technology. The national and international impact and significance should be emphasized.
- Significant service as an editor to the candidate's profession or academic discipline can be relevant. The candidate should demonstrate their role was substantial and that their contributions that have a national or international impact in the applicable field.

Candidates must have a sustained record of teaching and learning excellence, as indicated by student and peer evaluations, mentoring of students who have moved on to positions of responsibility, receipt of teaching awards or recognition, and/or a direct impact on curricular developments, and innovation in teaching and learning. Scholarly publications and presentations about pedagogy, assessment or other aspects of the teaching function may also provide evidence of teaching and learning excellence. Evidence of advancing teaching in the profession is also desirable. Evidence from alumni about the value of a candidate's teaching, advice, and mentoring may also be considered, in addition to an active role in teaching and learning seminars, symposia, and mentoring activities geared towards other faculty members here or at other institutions.

- Candidates must present a sustained record of service. The contributions might include the type of service on commissions, agencies, or invited testimony that set standards or guide national or international policy. These may provide evidence of national or international contributions.