

2023-2024
INDIANA UNIVERSITY
DISTINGUISHED PROFESSOR
NOMINATION INFORMATION

Office of the President
University Honors and Awards (UHA)
Last Updated April 3, 2023

DISTINGUISHED PROFESSORS

Created by the Indiana University Board of Trustees as the most prestigious university-wide academic title, the Distinguished Professor title recognizes the most exceptional and renowned faculty in the areas of research and creative activity. This title is conferred by the IU Board of Trustees on the recommendation of the university president.

The title of **Distinguished Professor** (DP) is awarded to faculty in recognition of outstanding scholarship, artistic or literary distinction. Distinguished Professors have achieved national and international prominence within their field of study through election into disciplinary and national or international academic societies, extensive external funding, and high impact research publications or artistic contributions.

NOMINATION PROCESS

The Distinguished Professorships involve an objective and rigorous review. No self-nominations are accepted.

NOMINATION FOR DISTINGUISHED PROFESSORSHIP

It is critical that the nominator and/or dean or department chairperson ensure that the nomination dossier is well developed to provide the candidate with the strongest chance for selection. It is highly recommended that the nominator(s) consult with University Honors and Awards staff in the Office of the President to access example dossiers from successful past nominations. It is also highly encouraged that smaller schools or departments nominate only one candidate - the very best candidate each year - to ensure maximum opportunity for a successful nomination.

Nomination dossier requirements are listed below. The nominator(s) or their designee is responsible for gathering all required dossier materials and submitting materials via the University Honors and Awards nomination portal on the [UHA's website](#). All nomination materials are due **by 5:00 pm EDT on October 5, 2023**.

Effective in 2021, there are no automatic renominations from year to year. For a nomination to be reconsidered by the committee, the nominator(s) must submit updated materials that include additional or updated materials that strengthen the nominee's dossier. Nominees may be reviewed for up to three consecutive years before a mandatory two year sit out period unless there is a clearly compelling reason for an additional review, i.e. the nominee has received a highly prestigious national or international award and/or election to a National Academy since the last nomination, or the nominee is in their final year of appointment before retirement.

NOMINATION DOSSIER REQUIREMENTS

Distinguished Professor Nomination Dossier

Nomination Letter (should not exceed 2,400 words or five single spaced pages)

The nomination letter should clearly identify the nominee and the nominator and should summarize clearly and succinctly, **in** language appropriate for review by colleagues who are not skilled **in** the nominee's discipline. The letter should speak to:

- a. The nature of the nominee's work.
- b. The nominee's impact on his or her field and the significance of that field (**in** cases where the nominee or field is unlikely to be familiar to laypeople).
- c. The nominee's major awards, lectures, elected/selected membership or fellowship in prominent academic disciplinary societies, or other forms of professional recognition (masterclasses offered, major artistic shows or performances, etc.).
- d. The most significant points from the external letters of review.
- e. Any school or department process that resulted **in** the nomination.
- f. Any other evidence of scholarly, artistic, or literary excellence.

External Letters of Support

Evaluation by peers is a critical component of a successful nomination dossier. Letters of Support should be solicited from those peers who are recognized leaders within their discipline. Often these individuals hold distinguished titles themselves, along with significant recognitions within their discipline and/or in elected membership to various national academies and other major awards. The nomination dossier should include **no more than eight** letters that provide an assessment of the nominee's work, impact on the field, and overall scholarly, artistic, or literary distinction. The number of letters is not as important as the quality and specificity of the letters, along with the qualifications of the letter writer. **It** is recommended that

- a. Referees should be at top-ranked institutions and highly regarded in the nominee's field.
- b. One or more letters should come from outside of the United States.
- c. The letters should articulate the importance and impact of the nominee's scholarly and creative work.
- d. The letters should address the national and international reputation of the nominee and the nominee's standing in his or her discipline.
- e. In no event should the letters merely restate facts from the curriculum vitae or focus on the nominee's teaching or service.
- f. Letters from colleagues **in** related disciplines should be included if they help make clear that the distinction is important to more than one field.

- g. A limited number of letters from within Indiana University can be helpful if they come from the nominee's chair or dean, or from highly regarded colleagues in the nominee's field.

- h. As a general matter, letters should not be solicited from anyone whose work is currently supervised by the nominee or who has published extensively with the nominee.

The letters need not be long or exhaustive; what matters most is that they clearly and unambiguously demonstrate that the nominee's body of work has been so significant as to warrant the title of Distinguished Professor.

Biographical Sketches of External Support Letter Writers

Nomination dossiers should also include brief biographical sketches of the support letter writers that speak to the writers' expertise and standing within their institution and their academic field of study. These sketches should be brief and highlight the prominence of the letter writer within the field including significant recognitions and awards the individual has received.

Curriculum Vitae

Include an up-to-date curriculum vitae of the nominee.

Three Examples of the Nominee's Work

Up to three examples of the nominee's work are encouraged to be submitted with the nomination dossier. These examples should be the nominee's most influential works and can include article(s), book(s), images of artistic work(s), musical recordings, exhibition catalog(s), or other materials that convey the significance of the nominee's work.

Indication of the Dean's and/or Chair's support

This can be indicated by having the dean and/or chair sign (or countersign) the nomination letter or through a short separate statement indicating his or her support.

SUBMISSION OF NOMINATIONS

All nomination materials should be gathered by the primary nominator or their designee and submitted through the nomination portal found on the [University Honors and Awards website](#). Specific instructions are included on the webpage. Questions related to nomination dossier development or submission of dossier materials can be emailed to UHA@iu.edu.

ALL NOMINATION MATERIALS MUST BE SUBMITTED BY 5:00 PM EDT ON OCTOBER 5, 2023, FOR CONSIDERATION IN THE 2023-24 ACADEMIC YEAR.