

Texas State University System ***TSUS Regents Professor Award*** **Guidelines and Criteria**

PURPOSE: The purpose of the Texas State University System *Regents Professor Award* is to honor individuals at the rank of professor whose performance and contributions to the educational community at large have been exemplary.

AWARD: An *Award of Excellence/Regents Professor* recipient(s) may be selected every year (as funding allows) and will consist of the following:

- All recipients will be designated as a Texas State University System *Regents Professor* and maintain the title for the duration of their service within the System.
- Recipients will receive \$5000 award and a commemorative medallion bearing the seal of the System.

ELIGIBILITY: A nominee shall be a full-time faculty member who has held the rank of professor or equivalent for a period of not less than five consecutive years. Additionally, the candidates shall:

- Demonstrate a record of distinguished teaching along with accomplishments in research and other scholarly activities.
- Demonstrate an outstanding record of service at the local, state, and national levels.
- Demonstrate a record of commitment to the college or university.

SELECTION PROCESS:

1. The Executive Director of the Foundation will call for nominations for the award(s) and the start of the selection process prior to February 1.
2. Utilizing the existing campus framework for recognizing and awarding excellence, the local committee will select a limited number of nominees from whom additional information (outlined below) will be requested. The committee will assess the materials on the basis of the selection criteria and will forward their recommendations to the president.
3. The president in turn, will make his/her recommendation(s) to the Executive Director prior to May 1. The Executive Director will forward the nomination packets to current Regents Professors.
4. Applications will be reviewed and ranked by Regents Professors and their rankings submitted confidentially to the Executive Director by July 1.
5. The Executive Director will forward the rankings and Executive Summaries to the Foundation Board of Directors. Prior to August 15, the Board of Directors will (a) determine the number of Regents Professorships awarded in the current year and (b) select the winners.

SELECTION CRITERIA: With the importance of this award, the materials assembled for consideration should offer a summary of the best of the nominee's performance in teaching, research and services during his/her career. In the interest of resource preservation and expediency, each campus nominee should submit an *electronic version* of his/her portfolio on a *DVD* including, and limited, to the following areas:

1. **Teaching performance (suggested weight: 40%). Documents should include all categories of information requested.**

- Narrative presentation including philosophy of teaching, courses, developed, teaching methodology.
- Description of innovative teaching materials, methods, uses of technology, etc.
- Formal standard evaluations (students, peers, supervisors).
- Citations or other acknowledgements by former students (e.g. letters, e-mails, cards, etc.)
- Other assessments (e.g. licensure examination records of former students, letters of commendation from peers inside and/or outside System component).
- Teaching awards/recognition.
- Other applicable documentation.

2. Research or Other Creative or Scholarly Activity (suggested weight: 40%) Documents should include all information requested.

Each full-time employee who earns the rank of professor is expected to have achieved success in contributing new knowledge to his or her discipline or to a related discipline.

- A nominee is expected to have made contributions to his or her discipline within each five year period.
- In addition to having produced research, creative works, and scholarly works, it is desirable for one to have mentored students and junior faculty and to have infused the research, creative works, and scholarly works into one's teaching.

Supporting Materials:

- Samples of research, creative works and scholarly works (e.g. scans of books, articles, electronic presentations, monographs, invited papers, reports, etc).
- Letters of support, conference programs, and other items that evidence involvement of student and/or junior faculty in research, creative works and scholarly works.

3. Service (suggested Weight: 20%) Documents should include all information requested.

Each full-time employee who earns the rank of professor is expected to have made contributions to professional organizations, societies, and/or communities during his or her career.

Supporting Materials:

- A narrative summary of service on the local, state, national and international level (including names of organizations or agencies served, descriptions of service and dates of service).
- A listing of awards and recognitions for service.

4. An Executive Summary (not to exceed three pages) for review by the Board of Regents and the Foundation's Board of Directors consisting of a condensed *vitae* and compilation of candidate's teaching, research, and service achievements.

NOMINATION PACKET: Following review and concurrence by the campus president, a formal nomination packet will be prepared for review by each of the current Regents Professors and

submitted to the Executive Director. All materials submitted in the award nomination packet must be submitted electronically, preferably on DVDs (total of 16). The information to be included should be submitted in the following order:

1. A *letter of transmittal* from the president highlighting the candidate's unique qualifications for the Regent's Professor Award. This letter may be submitted separately and in paper form if the President prefers, or may be included in the electronic submission of the candidate.
2. Current *vitae* containing full information on the candidate's career;
3. A *portfolio* prepared by the candidate that supports his/her nomination in the area of
 - (a) Teaching
 - (b) Research, and
 - (c) Service.
4. An Executive Summary – the candidate should submit a paper or hard copy of this Summary in addition to the electronic version.

A campus may nominate no more than one person per 140 full-time faculty members (based on reported fall Coordinating Board numbers in the current academic award year).

Nomination Materials from the campuses shall be submitted to the System office on or before May 1st.

The award recipient(s) will be announced at the following fall convocation whenever possible and will receive Board of Regents recognition at the November Board meeting.

Completed electronic submissions should be mailed (or e-mailed) to:

The Executive Director
Texas State University System Foundation
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Austin, TX 78701-2407

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