

## FOUNDATION PROFESSORSHIPS

### Nomination, Evaluation, and Selection Procedures

Foundation Professorships recognize those faculty members who have chosen to remain in teaching, who have demonstrated outstanding performance as teachers, and who have been recognized by their colleagues as exemplifying outstanding qualities relating to the University's stated missions in teaching, scholarship, and service. Selection of these professorships shall be based on the criteria listed under Section I.b below.

#### 1. Nomination

- a. All full-time tenured faculty members whose major responsibility is teaching and who have held the rank of Professor for at least five years at ECU are eligible for nomination. The requirement that the nominee's major responsibility is teaching excludes directors, chairs, deans, provosts, and other administrators who have significant, defined duties other than teaching from becoming foundation professor while serving in those positions. These individuals are eligible to apply after leaving these positions.
- b. Full-time tenured faculty members may nominate any qualified faculty member. Self-nominations are accepted. Nominations will consist of the following items:
  - i. *Narrative:* Describe the nominee's extraordinary successes in teaching, scholarship, and service by providing a three- to five-page (double-spaced) narrative that addresses the following criteria:
    - Outstanding teaching skills: using a variety of effective instructional techniques; motivating students to a high level of interest; and guiding students to a high level of learning achievement;
    - Creativity and resourcefulness in fulfilling teaching responsibilities;
    - Self-motivation and enthusiasm for university teaching;

- Expertise or distinguished accomplishment in the discipline;
- Exemplary linking of service and scholarship to excellence in teaching;
- Recognition by colleagues as making and having made significant contributions for the advancement of the department, college, and university; and
- Acknowledgement as a leader and mentor for colleagues, students, and individuals in the professional community.

ii. *Nominee's Vita*: Provide a current curriculum vita.

c. Nomination materials shall be submitted to the Chair of the Foundation Professorship Selection Committee no later than the last Friday in October.

## **II. Preliminary Selection**

The Foundation Professorship Selection Committee shall give full consideration to all eligible faculty who have been nominated and, based on these nominations, will select up to six nominees for further review as candidates for Foundation Professor. Candidates chosen by the Committee for further consideration will be notified in writing by the Committee Chairperson on or about the last Friday in November.

## **III. Submission of Additional Information**

The Foundation Professorship Selection Committee will request additional information for each of the candidates in Part II. The Department Chair (unless the chair submitted the nomination), the Department Promotion and Tenure Committee (or an evaluation committee selected by the department), and the Dean of the College will be sent a copy of the memorandum attached to these Guidelines and incorporated into the Guidelines by this reference. Based on their respective knowledge of the candidate's current and past performance, the recipients of the memorandum will be given an opportunity to respond to the following:

“In 3-5 pages, reflect on the strengths and weaknesses of this candidate as he/she fulfills the highest expectations of a full professor in your department in the areas of teaching, scholarship, and service, including professional relationships with colleagues and students as they relate to these three areas.” This material shall be submitted to the Committee no later than the second Friday in January or another convenient date specified by the Foundation Professor Selection Committee.

#### **IV. Final Selection**

The Foundation Professorship Selection Committee will review materials submitted for all candidates. Based on the review of those materials, the Committee will choose up to six semi-finalists for Foundation Professor. The Foundation Professorship Selection Committee will conduct interviews with all semi-finalists for Foundation Professor and recommend a finalist or finalists to the President. The President will notify the successful candidates. The President will also notify the unsuccessful candidates. Announcement of the award(s) will be made to the university community in a timely manner through appropriate university publications and the local news media.

#### **V. Expectation**

The Foundation Professor will serve as an exemplar for the academic community. The unique talents of the recipient(s) will be shared with colleagues, especially junior members of the University faculty. The salary supplement of \$5,000 for a Foundation Professor assumes employment at full salary; the supplement shall be proportionately reduced for Foundation Professors who are not in full-time status at full salary (e.g., leave without pay for a semester or academic year sabbatical at one-half salary).

## **VI. Foundation Professorship Selection Committee (FPSC)**

- a. The President shall choose the FPSC from the body of active Foundation Professors and announce his/her choices of members, alternates, and chair of the FPSC on the annual university committee list.
- b. Members shall serve for three-year terms. Terms will be staggered.
- c. The Committee shall consist of an odd number of members.
- d. Alternate members will also be appointed to the Committee to be available to serve on an as needed basis.