

## **Distinguished Research Professor Program Guidelines**

### **Purpose**

The SIUE Distinguished Research Professor is an academic rank awarded to SIUE faculty members in order to recognize outstanding and sustained contributions to research and creative activities.

### **Eligibility**

Tenured members of the SIUE faculty who have held the rank of Professor at SIUE for at least five years are eligible for this recognition. All qualified candidates are encouraged to apply, including minorities, women, persons with disabilities, and protected veterans. Tenured faculty with disabilities desiring accommodations in the application process should contact the Office of Equal Opportunity and Access at (618) 650-2333.

### **Nature of Award**

The Distinguished Research Professor rank recognizes faculty members who have made an outstanding contribution to research or creative activities as a result of their continued commitment to scholarship beyond the period of their promotion to Professor. Recipients of the Award will be recognized with the rank of "SIUE Distinguished Research Professor" for the duration of their tenure at SIUE. The recipients will be officially listed as "Distinguished Research Professor of [name of academic discipline]."

Recipients of the rank of Distinguished Research Professor will receive a \$1,000 increase in their academic year base salary. They will also be provided with one semester of Assigned Time for Research, at a time to be negotiated with their department chair and school/college dean. If the Distinguished Research Professor recipient is on a 12-month appointment, that awardee will receive services of a graduate assistant or supplies not to exceed the amount allotted for an average of assigned time for one semester. Additionally, recipients of the Distinguished Research Professor rank will receive a medallion to be worn with their academic regalia and their names will be placed on plaques displayed in Rendleman Hall.

The SIUE Distinguished Research Professor recognition will not be given automatically; it will only be awarded to nominees demonstrating superior merit. Pending availability of funds and deserving applicants, up to two awards may be given each year.

### **Deadlines**

Applications are due to the Graduate School by **4:30 p.m. on the second Monday in September**. Applicants submit their full proposal by completing the [Distinguished Research Professor form](#) in Quali Build.

**Program website:** <http://www.siu.edu/funding/internal-funding/distinguished.shtml>

## Application Procedures

- 1) Fill out [the Application Cover Sheet](#) template and place at the front of the submission PDF application.
- 2) Applicants submit their full proposal by completing the Distinguished Research Professor form in Quali Build.
- 3) When submitting your application, please use the File Upload icon in the “Upload Application Materials” section. Please compile all documents listed below in to a single PDF document for application review. If the application was submitted before the deadline, the application will route through the Office of Research and Projects to ensure completeness. Once completed the application will then proceed to your department chair and dean for review of the application.
- 4) The following stage will have an anonymous review committee evaluate the application for the merit of Distinguished Research Professor.

### Proposal Application:

**Application Must be submitted as a single PDF and in the following order.**

- 1) Application Cover Sheet
  - Include the template for the Application Cover Sheet from the Distinguished Research Professor Guidelines.
- 2) Personal Statement (**5-page max**): a detailed introductory description supplying evidence of the significance of the research or creative activity and the level of sustained activity at the rank of Professor. The description should highlight activities that demonstrate a sustained commitment to scholarship subsequent to the nominee’s promotion to full professor. The statement is to be no longer than **5 pages**, with **1” margins** and font sizes at **minimum Times New Roman 11 or Arial 10**.

Include research or creative activity achievements in the following areas:

- involvement in externally-sponsored research or creative activities
- significant publications and/or nationally or internationally recognized exhibits or productions
- nationally or internationally significant presentations
- significant impact of the scholarship upon the discipline

- mentoring of students and faculty in research or creative activities
- significant service to the dissemination of research or creative activities through professional organizations.

Statements outlining activities in the above areas should demonstrate ways in which the applicant has accomplished particular “distinction” in the field. Such benchmarks of distinction may include but are not limited to:

- Invitations to serve as a plenary speaker, member of a conference organizing committee, or thesis board member, etc.
- Invitations to serve as editor of a significant journal in the field
- Evidence of publications that have a high impact rating (h-index)\*
- Evidence of externally-funded research or creative activity with the applicant serving as the Project Director

\*Note: Applicants may improve the strength of their impact statement by providing quantifiable evidence of the impact of their publications. For more information on gathering this information, applicants may contact their subject librarians or refer to the LibGuide “[Your Research Impact](#)” link to go to the Lovejoy Library Website.

- 3) A minimum of five letters of support, solicited in consultation with the applicant’s department chair or associate dean, that address the applicant’s sustained contribution to research and/or creative activities. At least three of the letters must come from faculty and/or distinguished colleagues from outside the University. One of the remaining letters must be from the applicant’s department chair or, if needed, associate dean. Department Chairs are strongly encouraged to assist the applicants in targeting distinguished external peers to provide letters of support.
  - Applicants must provide a brief summary for each recommendation letter summarizing the expertise of the recommender to testify to the applicant’s contribution to the field. The summary needs to be placed before the letter and must describe the relationship of the recommender to the applicant and list any shared publications, shared committee activity, or other collaborative work. This summary will be employed by the Committee to determine the significance of the recommender to the field and the relationship to the applicant.
- 4) A current curriculum vitae
- 5) Relevant appendices in support of the application. These may include selected samples of publications or other works since promotion to full professor.

## **Selection Criteria**

The Graduate School will appoint an ad hoc review committee consisting of experts in fields relevant to those of the applicants. The review committee shall assume responsibility for reviewing applications and making recommendations for the SIUE Distinguished Research Professor Award to the Graduate School. If applicants wish to exclude specific individuals from review, applicants may contact the program coordinator directly.

The evaluation of nominees will include, but is not limited to, consideration of the following:

- The record of research or creative activity that is original and that the nominee has sustained while at the academic rank of Professor
- The significance of the nominee's work to the discipline
- The extent to which the nominee is recognized not only by colleagues but also by distinguished scholars in the field

The review committee will recommend to the Graduate School only those nominees who have made a significant and sustained contribution to the scholarship of the discipline.

## **Definition of Research**

Research is broadly defined as all creative, critical, scholarly, and/or empirical activity that expands, clarifies, reorganizes, or develops knowledge or artistic perception. This definition of research includes:

- The demonstration, implementation, application and dissemination of research results
- The scholarship of discovery, application, integration and teaching

This definition of research does not include:

- Departmental curriculum development, faculty development (learning an established technique, a language, or a methodology)
- Dissertation research
- Institutional research (studies related directly to the operation of the University)
- Public service and consulting activities

## **Timetable**

- Second Monday in September - Completed applications must be submitted in the Distinguished Research Professor form in Quali Build by 4:30 p.m.
- September-November: The Evaluation Committee analyzes application materials, requests more information if necessary, contacts outside evaluators and referees, etc., and makes recommendations for the award to the Graduate School.

- Late November: Award announced
- April: Award is formally presented at Graduate School Research Symposium.
- Summer: Award disbursement made through University payroll system.

**Program Contact**

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