

## Distinguished Teaching Professorship

### ELIGIBILITY

The individual eligibility criteria are detailed in the program-specific information.

#### General Restrictions on Eligibility

The following are special conditions that limit eligibility.

Faculty holding Distinguished Faculty Rank – Distinguished Librarian, Distinguished Professor, Distinguished Service Professor, or Distinguished Teaching Professor – may not be nominated for another Distinguished Faculty Rank designation (new restriction);

Faculty holding qualified academic appointments (as defined in Board of Trustees policies: individuals holding titles of academic rank that are preceded by the designation ...“visiting” or other similar designations) may not be nominated;

Faculty holding a concurrent administrative appointment above the level of department chair for which they receive extra compensation are ineligible;

Faculty who have retired or faculty serving in part-time capacities are ineligible; and

Posthumous nominations are not permissible.

### PROGRAM-SPECIFIC ELIGIBILITY AND SELECTION CRITERIA

#### Distinguished Teaching Professorship - DTP

**Academic Rank** – Candidates must have attained the rank of full professor.

**Length of Service** – Candidates must have held the rank of full professor for five years, have completed at least three years of full-time teaching on the campus that recommends the appointment and ten years of full-time teaching within the System.

Nominations must be drawn from faculty members who have regularly carried a full-time teaching load, both in terms of the number of semester hours taught and the number of students served, as defined by the campus for full-time faculty. The definition of a full teaching load varies from campus to campus, but each campus should be satisfied that there could be no question that its nominee meets this criterion.

Department chairpersons may be nominated for the Distinguished Teaching Professorship contingent upon the individual's carrying the campus-defined full-time teaching load for all persons performing such administrative responsibilities, (e.g., if a campus defines 15 hours as a full-time teaching load for full-time faculty and 12 hours as a full-time teaching load for department chairs, then an individual serving as a department chair teaching the 12 hours and meeting the other eligibility requirements would be eligible for nomination).

Stony Brook's Selection Committee **requires that candidates for this honor be recipients of the Chancellor's/President's Award for Excellence in Teaching.** A list of faculty who have received this award is at <http://www.sunysb.edu/provost/facultyinfo/FSC.html>.

**Criteria for Selection** – The primary criterion for appointment to the rank is skill in teaching. Consideration shall also be given to mastery of subject matter, sound scholarship, service to the University and the broader community, and to continuing growth. The following criteria are to be used in the selection of persons to be nominated for the Distinguished Teaching Professorship:

**Teaching Techniques and Representative Materials** – There must be positive evidence that the candidate performs superbly in the classroom. The nominee must maintain a flexible instructional policy that adapts readily to student needs, interests, and problems. Mastery of teaching techniques must be demonstrated and substantiated. Consideration should be given to the number of substantially different courses taught, the number of students per course, and the teaching techniques employed in the various courses.

When available, student evaluations (in the form of student questionnaires administered and compiled by persons other than the nominee) presented for several different courses over a period of several recent years may provide the local selection committee with a clear idea of the nominee's impact on students.

**Scholarship and Professional Growth** – The candidate must be a teacher/scholar who keeps abreast of and makes significant contributions in his or her own field and uses the relevant contemporary data from that field and related disciplines in teaching. Examples of evidence in this category may include publications or artistic productions, grant awards, and presentations at symposia in his or her disciplines.

**Student Services** – In relating to students, the candidate must be generous with personal time, easily accessible, and must demonstrate a continual concern with the intellectual growth of individual students. For this category, consideration should be given to the accessibility of the nominee to students outside of class, e.g., office hours, conferences, special meetings, the nominee's responsibility in terms of student advisement, and the nominee's teaching-related services to students.

**Academic Standards/Requirements and Evaluations of Student Performance** – The candidate must set high standards for students and help them attain academic excellence. Quantity and quality of work that is more than average for the subject must be required of the student. The candidate must actively work with students to help them improve their scholarly or artistic performance. The local selection committee should consider the quality, quantity, and difficulty of course-related work. Evidence of academic standards and requirements may be assessed by the accomplishments of students, including placement and achievement level.

The candidate's evaluation of students' work must be strongly supported by evidence. The candidate must be willing to give greater weight to each student's final level of competence than to the performance at the beginning of the course. Expert teachers enable students to achieve high levels of scholarship. Consequently, it is possible that the candidate's marking record may be somewhat above the average of colleagues. There must be evidence that the candidate does not hesitate to give low evaluations to students who do poorly. Grading practices should be evaluated by the local committee. In particular, grade distribution for all courses in recent academic years should be reviewed and any seemingly unusual grading patterns explained.

#### **FORMAT OF NOMINATION FILE:**

1. **Nomination Form as the first page** of the completed nomination file
2. **Nominator's letter.**
3. **Chair's letter.**
4. **Statement of Educational Philosophy** (prepared by the candidate).
5. **List of courses taught** and the candidate's pedagogical objectives in each.
6. **Course syllabi** (most recent syllabi only).
7. **Course evaluations:** statistical summaries of evaluations presented for several different courses over a period of several recent years, accompanied by a typed representative sample of student comments from the original evaluations.
8. **Current and detailed curriculum vitae.**
9. **Letters of support** from faculty colleagues.
10. **Letters of support** from other faculty and staff .
11. **Letters of support** from current/former **graduate students.**

12. **Letters of support** from current/former **undergraduate students**.

13. **Summary Presentation:** The file must include, in **ESSAY FORMAT (not letter format, not written in the first person, not signed)**, a summary, **limited to a maximum of 5 pages**, which gives the candidate's most outstanding qualifications and major achievements and addresses *specifically* how the candidate *excels* in each of the award's selection criteria. In addition to being included in the nomination file, the Summary Presentation must be submitted electronically as a WORD document attachment to Regina Funaro (regina.funaro@stonybrook.edu). **IMPORTANT:** After the campus selection committee makes its recommendations to the President, **ONLY THE SUMMARY PRESENTATION** will be submitted to Albany to make the case for the nominee. **Albany does not see the nomination file.**

**DEADLINES:**

**September 18, 2008:**

The **Nomination Form only** must be received by email **no later than September 18, 2008**. Complete the form at <http://www.sunysb.edu/provost/form/nominate2008.html> and click on submit.

**November 6, 2008:**

One copy of the **completed nomination file** must be received by the selection committee **no later than November 6, 2008**.

**Send to: Selection Committee  
Excellence in Faculty Service Committee  
Administration Building, Room 407  
Z-1401**

**\*No nomination files will be accepted after the November 6, 2008 deadline\***