

Bylaws for University Distinguished Professors at Colorado State University
Approved: 10/15/2021

I. Purpose and Mission of the University Distinguished Professors

Brief history: The title of University Distinguished Professor is the highest honor bestowed to a CSU faculty member in the areas of research and scholarship. This title is reserved for CSU faculty who have demonstrated creative excellence and made major discoveries and achievements in their field. From Tom Vonder Haar and Gordon Niswender, as noted in the UDP 25th Anniversary Book: *The original intent of the University Distinguished Professor (UDP) Program was to recognize individuals who were in the top one percent of the faculty. Since there were approximately 1,200 faculty, it was decided that there would be 12 University Distinguished Professors appointed. In 1986, the University instituted the UDP Program to recognize those among its faculty whose accomplishments had achieved national and international recognition. Nominations were solicited from the faculty and evaluated by a nationally-selected committee of academicians from outside of Colorado State University. Provost Al Linck and Graduate School Dean, Dean Jaros, developed much of the planning and procedures for the establishment of CSU's University Distinguished Professor Program which was also reviewed and approved by the CSU Council of Deans. On the 26th of August 1986, President Philip Austin bestowed the title of University Distinguished Professor upon five individuals. This initial group included Professor Jack Cermak (Civil Engineering), Mortimer Elkind (Radiology and Radiation Biology), Howard Evans (Zoology and Entomology), Albert Meyers (Chemistry), and John Stille (Chemistry). In early 1987, Professors Marshall Fixman (Chemistry) and Stanley Schumm (Earth Resources) were also named University Distinguished Professors. In 1987, the incumbent University Distinguished Professors assumed responsibility for evaluation and selection of additional University Distinguished Professors.*

Purpose and Role of UDPs: The purposes of the University Distinguished Professorships are 1) to confer honor upon faculty members for outstanding scholarship, 2) to symbolize the continuing commitment of Colorado State University to the pursuit of excellence, and 3) to provide an opportunity for the University Distinguished Professors to serve CSU, including through sharing their collective expertise. The status of the University depends upon the stature of the faculty, and the University chooses through this distinction to recognize role models for emulation. To assure the fulfillment of the intended purposes, the University relies upon faculty judgments in the appointment process. The title of "University Distinguished Professor" is conferred upon the most outstanding faculty members of Colorado State University for the duration of their association with the institution. Upon retirement, those holding the title will be designated Distinguished Professor Emeritus. The title of University Distinguished Professor does not refer to another academic rank analogous to Professor or Associate Professor. All persons who hold this title must have as a precondition the rank of Professor and must have tenure. Faculty members appointed as University Distinguished Professors will have records of performance ranking them among the most outstanding members of their disciplines. This should be reflected by their research, publications, exhibitions, artistic performance, or other mode of accomplishment. Consistent with their accomplishments, past successful nominees have received major awards, prizes, honors, and/or other forms of professional recognition of their outstanding accomplishment in their areas of specialization, artistry, or expertise, acknowledging that the criteria and the modes of recognition of excellence vary with discipline.

II. Membership

A. Criteria:

All persons who hold this title must have as a precondition the rank of Professor and must have tenure. Faculty members appointed as University Distinguished Professors will have records of performance ranking them among the most outstanding members of their disciplines. This should be reflected by their research, publications, exhibitions, artistic performance, or other mode of accomplishment. Consistent with their accomplishments, past successful nominees have received major awards, prizes, honors, and/or other forms of professional national and international recognition of their outstanding accomplishment in their areas of specialization, artistry, or expertise, acknowledging that the criteria and the modes of recognition of excellence vary with discipline.

- B. As a guideline, the number of active University Distinguished Professors (UDPs) is limited to approximately 2% of the tenured / tenure-track faculty (this was amended from 1% in 2019).
- C. Upon retirement from CSU, those holding the title are removed from the list of active UDPs and will be designated University Distinguished Professor Emeritus.
- D. University Distinguished Professors who leave CSU without retiring are designated Past University Distinguished Professors.
- E. Privileges of the Title Holders:
 - 1. Those faculty members designated as University Distinguished Professors:
 - (a) May be identified by title in matters relating to the University and all academic settings;
 - (b) Will be identified by title in University publications;
 - (c) Will receive appropriate recognition at academic ceremonies;
 - (d) Will receive a special medallion suitable for wearing with academic regalia;
 - (e) Will receive a permanent base 9-month salary increment.
 - (f) Are eligible to participate in meetings and votes, including selection of new UDPs.
 - 2. Those faculty members who hold the title of University Distinguished Professor Emeritus will receive all of the privileges of University Distinguished Professors, except the salary increment.
 - 3. Those faculty members who hold the title of Past University Distinguished Professor may be identified by that title but do not retain any other privileges.

III. Organizational structure

A. Selection of Chair, term, and responsibilities:

- 1. **Selection:** The Chair rotates among members, with the most senior UDP (in terms of time served as a UDP) as the Chair. If the position is declined by that member, the next in line will be asked to serve, until a Chair is designated.
- 2. **Term:** The Chair will serve a 2-year term. Upon request by a majority of the UDPs, the Chair may be asked to extend their term for another 2 years.
- 3. **Responsibilities:**
 - (a) The Chair will call at least one meeting per year of the UDPs.
 - (b) In the second year of the term as Chair, the Chair initiates the Call for Nominations and organizes the selection process.
 - (c) After a new distinguished professor has been approved by the Provost, the Chair should send a brief congratulatory letter.

- (d) The Chair should recognize and thank any distinguished professors moving to emeritus status.
- (e) There are no standing committees of the UDPs. The Chair appoints subcommittees as needed to carry out initiatives of the UDPs.

IV. Nomination procedures for new members

- A. Call for nominations will be announced to the campus in September of odd-numbered years.
- B. Any group of up to three faculty members may nominate a candidate who is an actively engaged tenured full professor.
 - 1. Nominations must be confidential and, to the extent possible, not revealed to the candidate. Self nominations will not be accepted.
 - 2. Nomination information and criteria, past and current recipients, nomination/application forms, and contact information for this award can be found at: <http://provost.colostate.edu/awards>
 - 3. UDPs (active or emeritus) will not participate in nominations or endorsements.
- C. Nomination materials *must include*:
 - 1. A nomination letter including a concise narrative statement (< 1000 words) interpreting the information provided and indicating why the nominee merits the title of University Distinguished Professor. Endorsement of the nomination letter with the signatures of the candidate's Department Chair and Dean is recommended.
 - 2. A document of up to 5 pages listing all relevant accomplishments of the candidate. This should provide evidence of the impact of the nominee's accomplishments, e.g., favorable mention in appropriate publications; receipt of honors, prizes, and/or recognitions; major citations in the literature; and contributions to building a leading program at CSU.
 - 3. A document that includes the names, titles, and contact information for 5 internationally recognized disciplinary peers cognizant of the significance of the nominee's research. The nominator should provide a brief explanation of the relationship between the referee and the nominee and why the referee was suggested. The selection of referees should avoid those persons with a significant conflict of interest. Letters from external references cannot be included with the nomination packet; these will be requested separately as part of the selection process.
- D. Nominations from all University disciplines are *welcomed and strongly encouraged*. The active UDPs, in collaboration with the Office of the Provost, will make every effort to have the University Distinguished Professors represent the disciplinary breadth of the entire CSU faculty.
- E. Applications submitted in the previous submission cycle will not be carried over. Nominations must be updated and resubmitted to be considered.

IV. Selection of new members

- A. Nominations will be presented to the University Distinguished Professors (including emeritus University Distinguished Professors, if available) who will review the nominations.
 - 1. The Chair of the University Distinguished Professors will facilitate the conduct of business relating to the review of nominations.

2. The University Distinguished Professors have the authority to call for additional materials on nominees (letters from disciplinary peers, copies of published works, and the like) and may secure the aid of nominators in assembling any additional information needed to evaluate the nominations.
3. Because the selection process typically involves discussion, only those UDPs available to participate actively in the process (either in person or remotely) will be eligible to vote in the final selection process. Every effort will be made to select a meeting date that accommodates a majority of the UDPs (active and emeritus). The final selection process must include a minimum of 75% of the active UDPs.
4. Endorsement by the UDPs (active and emeritus) participating in the decision process, with no more than two dissenting votes, is required. Abstentions will not be considered as participation nor as an endorsement or dissention.

V. Appointment of new members

- A. Although the review of nominations and the selection of new UDPs are the privilege of the active and emeritus UDPs, new UDPs are appointed by the Provost, with approval by the President.

VI. Meetings

- A. Regularly scheduled meetings:
 1. The UDPs will hold a minimum of one meeting per year.
 2. The Chair should seek regularly scheduled meetings with the administration including the President, Provost, Vice President for Research, and other office holders as needed.
- B. Ad hoc meetings:
 1. The Chair may call additional meetings, for example, in conjunction with the selection of UDP Scholarship recipients.

VII. Approval of Bylaws and Amendments

- A. Procedure followed for initial bylaws approval:
 1. These Bylaws shall be approved by a 2/3 majority of the active UDPs.
 2. Voting on the Bylaws may be conducted in person or in absentia.
- B. Voting procedures for approving amendments to bylaws:
 1. The Bylaws may be changed or amended by a majority vote of all distinguished professors.
 2. Voting on the Bylaws may be conducted in person or in absentia.
 3. The entire membership must be notified of any revision within 30 days of adoption.