



# William & Mary Arts & Sciences

OFFICE OF THE DEAN

## **MEMORANDUM**

To: Arts & Sciences Faculty

From: Suzanne Raitt, Dean of the Faculty of Arts & Sciences

Date: September 17, 2024

Subject: Consolidated Call for Professorships and Awards

I write to announce the following call for nominations from the Provost for campus-wide professorships and awards effective for the 2025-26 academic year.

Nominations for **Professorships** must be received in the Provost's Office **no later than November 11, 2024**. Nominations for **Awards** must be received in the Provost's Office **no later than December 2, 2024**. Some nominations are sent to the Provost by the Dean (Graves Award, Chancellor Professorship, Class of 2028 Professorship) and in those cases, deadlines are earlier (**October 14**). Please make sure you are aware of all deadlines.

### **Professorships - November 11, 2024 deadline**

These professorships, awarded to faculty at the rank of associate professor and professor, are designed to recognize outstanding faculty and to help us to retain those who are highly vulnerable to being recruited away from the university. The issue of retention continues to be a deep concern to us all.

#### **Term Distinguished Professorships - Vacancies**

*Restricted: See criteria on page 4.*

Dorman Family Professorship – restricted to Biology, Education, or Business  
Cornelia Brackenridge Talbot Professorship – restricted to Science (mid-career)  
David & Carolyn Wakefield Professorship – any department, program, or school (emphasis on scholarly/research activities)

*No restrictions: See criteria on page 5.*

Class of 2028 Professorship – any department, program, or school

#### **Chancellor Professorships (Dean's nomination only, no self-nominations)**

One Chancellor Professorship awarded. *See criteria on page 6-7.*

#### **University Professorship for Teaching Excellence (self-nominations possible)**

One University Professor for Teaching Excellence awarded. *See criteria on page 8.*

**University Professorship for Research Excellence (self-nominations possible)**

One University Professor for Research Excellence awarded. *See criteria on page 9.*

**Awards – varying deadlines**

The awards, presented to faculty at the rank of assistant, associate and professor, are designed to recognize outstanding faculty members. Nomination packets must include: a reasonably complete, but not exhaustive, description of the individual's accomplishments, a current curriculum vitae, and recommendation letters (not to exceed five total), from faculty colleagues, students and/or alumni. All materials in the nomination package should be combined into a single pdf.

**Thomas Ashley Graves, Jr. Award for Sustained Excellence in Teaching**

The annual Thomas Ashley Graves, Jr. Award for Sustained Excellence in Teaching will be given at Commencement. The procedure for selection of the recipients of this award calls for each dean to nominate no more than three members of the faculty, each with more than ten years of service.

Nominations may be submitted in one of two ways:

- a. Department chairs or nominating committees will forward their nominations to the Dean of the Faculty.
- b. Nominations, including self-nominations, are encouraged from all eligible faculty. Self-nominations may be submitted directly to the Dean's Office.

CFAPP will rank the nominees and submit them to the Dean for review. The Dean will submit top ranked nominees to the Provost. All materials in the nomination package should be sent as a single pdf to **Erica MacLeod** [emacleod@wm.edu](mailto:emacleod@wm.edu) **no later than Monday, October 14, 2024.**

**Thomas Jefferson Award**

This award was established to recognize a faculty member who has demonstrated a deep devotion and outstanding service to the university. Faculty may be nominated by W&M colleagues and/or self-nominate. Nominations should be sent directly to [provost@wm.edu](mailto:provost@wm.edu) no later than **no later than December 2, 2024.**

**Thomas Jefferson Teaching Award**

This award was established to recognize a faculty member with no more than ten years of full-time service past their terminal degree whose personal character, concern as a teacher, and influence have demonstrated the stimulation and inspiration of learning for the betterment of the individual and society. Faculty may be nominated by W&M colleagues and/or self-nominate. Nominations should be sent directly to [provost@wm.edu](mailto:provost@wm.edu) no later than **no later than December 2, 2024.**

## ***TERM DISTINGUISHED PROFESSORSHIPS FOR ASSOCIATE PROFESSORS***

Term distinguished professorships are designed both to recognize and reward excellence in research or creative activity and a demonstrated commitment to teaching, and to encourage faculty to remain at the university. Recipients of these professorships will already enjoy a reputation for excellence in scholarship and teaching which suggests that they may be candidates for other distinguished professorships in the future.

The professorships will be awarded for a single three-year term and are not renewable. For the duration of the term, the holders will receive annually a \$5,000 salary supplement and a \$3,000 research fund.

### **1. Eligibility**

Members of the faculty who are already tenured associate professors and those who will likely hold that rank with tenure by the effective date of the appointment (August 10 of each academic year), including past but not current incumbents of the Term Professorships for Excellence in Teaching.

### **2. Nomination Process**

Nominations, including self nominations, are encouraged from all faculty. Nominations should be sent directly to [provost@wm.edu](mailto:provost@wm.edu) no later than **Monday, November 11, 2024**.

### **3. Nominations must include the following materials, combined into a single pdf:**

- ✓ The nominee's CV (no longer than 10 pages).
- ✓ A detailed letter of nomination no longer than 3 pages single-spaced which includes the following:
  - Contextualization of the nominee's research in its field, explains its excellence, and describes its impact on the discipline and/or community.
  - An explanation of what makes the nominee an exceptional teacher and mentor. We encourage nominators to cite and explain evidence of excellence, for example prizes, awards, citation counts, etc.

## **STUDENT FEE PROFESSORSHIPS (CLASS OF 2028 PROFESSORSHIP)**

**PURPOSE:** The students of the William & Mary have created the William & Mary Student Professorships to be funded by an annual student fee as a tangible expression of their high regard for the faculty of the university. It is their intent that the annual awarding of this professorship to a faculty member who meets the highest standards of teaching, scholarship, and service and whose presence at the university has made a difference in the lives of many students will be noted by the faculty who genuinely care about students as co-learners and fellow human beings. It is the intent of the students that the annual awarding of the William & Mary Student Professorships will assist in retaining William & Mary's best faculty.

**AWARD:** Each award will be \$10,000 annually (typically \$5,000 as a salary supplement and \$5,000 for research support) to an eligible faculty member for a non-renewable term of three years. Thus, there is to be an annual selection of a William & Mary Student Professor. Should a

faculty member not complete his or her full term as William & Mary Student Professor, the remaining term will be filled as soon as possible and the new occupant eligible for reappointment for up to three additional years.

**SELECTION PROCEDURE:** The Provost will solicit nominations of mid-rank faculty (associate professor or full professor within five years of promotion to full) who clearly meet the university's highest standards in teaching, scholarship, and service. Nominations, including self-nominations, are encouraged from all faculty. The Provost will also, through the President of the Student Assembly, solicit nominations from students, nominations which, would be submitted from the President to the relevant deans for consideration. In addition, successful nominees will possess or exemplify:

- Excellence in teaching and scholarship
- Demonstrated commitment to a student-centered model of education
- Proven availability to students inside and outside of the classroom, studio, and laboratory
- Excellence in student mentoring and/or advising
- Commitment to the core values of William & Mary

Nominees are reviewed by a selection committee. The committee will provide the Provost with an unranked list of no fewer than two and no more than three faculty who the committee feels meet the criteria for selection. The committee will consist of:

- Five students – the presidents of each of the undergraduate classes and the president of the Graduate and Professional Student Association
- Five faculty – three from Arts & Sciences

Nomination packets must include:

- CV – no more than 10 pages
- Letter of support from their department chair
- Letter of support from their dean
- Documentation of teaching excellence

Please submit the CV and letter of support from the department chair or program director to **Erica MacLeod** [eemacleod@wm.edu](mailto:eemacleod@wm.edu) **no later than Monday, October 14, 2024**. The Dean will then add the letter of support and forward on to the Provost's Office.

### **THE CHANCELLOR PROFESSORSHIP PROGRAM**

<u>Purpose:</u>	To recognize and reward faculty members whose contributions in the university have been exemplary.
<u>Term of Appointment:</u>	Those honored shall serve in the position for 10 years. Chancellor Professors awarded from 2024 onward retain the title of Chancellor Professor for the 10 years of their appointment and relinquish the title after the 10-year period. From 2024 onward, only 6 individuals will hold the title at any given time (with the

exception of pre-2024 award holders who retain their title until retirement or separation from the university—see below).

Those individuals holding appointments with a term length at the time of the program revision in 2023 will receive their stipend for the duration of their term, and then their current stipend (\$5,000) will be added to the recipient's base salary. The title of Chancellor Professor stays with the individuals already holding the title until time of retirement or separation from the university.

Method of Appointment: Beginning with the 2024-25 academic year, a single new Chancellor Professorship will be selected each year. An additional Chancellor Professorship selection will occur until there are 6 Chancellor Professors (2029). Each Dean of a professional school can nominate one candidate who is a full professor, and the Dean of Arts & Sciences may nominate up to eight candidates for consideration by the Provost and President who shall make the final recommendation to the Chancellor and the Board of Visitors. Individuals selected using the new criteria and terms will hold the title of Chancellor Professor for 10 years. Ultimately, there will be only 6 Chancellor Professorships on campus once the pre-2024 Chancellor Professors all retire or separate from the university.

Selection Criteria: The honor is given to full professors of the William & Mary Faculty. The essential qualifications for a Chancellor professorship are exemplary contributions to the university in teaching and scholarship. It is expected that these individuals have had, over time, a profound impact on the quality of the academic life of the institution.

Stipend: Beginning with the 2023-24 academic year, each Chancellor Professor (maximum of 6 in total) will receive an annual stipend of \$15,000. After holding the title for 10 years, \$7,500 will be added to their base salary. The Chancellor Professors selected pre-2024 will hold the added stipend of \$5,000, and at the end of their seven-year term, the \$5,000 stipend will be added to the recipient's base salary. A certificate of recognition shall be awarded.

Nomination Packets Must Include:

- The nominee's CV (no longer than ten pages)
- Letter of support from a member(s) of the nominee's respective school
- Indication of approval of the nomination by the Dean or a letter of support

CFAPP will rank the nominees and submit them to the Dean for review. The Dean will submit

top ranked nominees to the Provost. All materials in the nomination package should be sent as a single pdf to **Erica MacLeod** [eemacleod@wm.edu](mailto:eemacleod@wm.edu) no later than **Monday, October 14, 2024**.

### **University Professor for Teaching Excellence**

**Note: One T/TE and one TF will be awarded each year, each for a three-year term; terms will be overlapping and no more than six professorships will be held at any given time.**

#### **Eligibility:**

- Awardee must be a full-time, Tenured/Tenure-eligible or Teaching Faculty member (may not be a visiting professor)
- Must be teaching in year of nomination
- May apply if holding another endowed chair award, but would need to relinquish the endowed chair if awarded the University Professor for Teaching Excellence

#### **Deadline for Nominations:**

- Call for nominations will be sent in the fall semester, with awardees taken to the BOV for approval at their February meeting; effective as of the following fall semester.
- Nominations should be sent directly to [provost@wm.edu](mailto:provost@wm.edu) no later than **November 11, 2024**.

#### **Criteria:**

- Demonstrated and sustained excellence in teaching
- Commitment to Inclusive Teaching

#### **Initial Nomination:**

- Nomination letter from deans, chairs, or self-nominations, one page max.
- Nominee's Teaching Philosophy Statement, one page max.
- Minimum of three-years of student evaluation summaries summarized in a table format
- Copy of the nominee's updated CV.

#### **Review Committee:**

- 5 faculty – 3 current and 2 former holders of Professorships for Teaching Excellence
- 2 students, may include graduate students
- Executive Director of STLI
- Committee makes its unranked recommendations to the Provost.

**Term:** Three years, non-renewable

**Annual Stipend:** \$5,000 salary; \$2,500 research

## University Professor for Research Excellence

**Note: One T/TE or Research Faculty will be awarded each year, each for a three-year term; terms will be overlapping and no more than three professorships will be held at any given time.**

### Eligibility:

- Awardee must be a full-time, Tenured/Tenure-Eligible or Research faculty member (may not be a visiting professor)
- Must be active in research the year of nomination
- May apply if holding another endowed chair award, but would need to relinquish the endowed chair if awarded the University Professor for Research Excellence

### Deadline for Nominations:

- Call for nominations will be sent in early fall semester, with awardees taken to the BOV for approval at their February meeting; effective as of the following fall semester.
- Nominations should be sent directly to [provost@wm.edu](mailto:provost@wm.edu) no later than **no later than November 11, 2024**.

### Criteria:

- Demonstrated and sustained excellence in research
- Preference given for research that includes students

### Initial Nomination:

- Nomination letter from deans, chairs, or self-nominations, one page max.
- Nominee's Research Agenda Statement, one page max.
- One research artifact that represents the standard of the discipline (e.g., journal article, abstract, working paper, grant)
- Evidence of excellence in research (e.g., prizes, awards, fellowships, grants, citation numbers, creative endeavors, articles in notable journals, high impact books). Three page max.
- Copy of the nominee's updated CV.

### Review Committee:

- Chair of the Faculty Research Committee, Associate Deans of Research from the schools and Arts & Sciences
- Vice President of Research and Sponsored Programs and (once hired) Associate Provost of Research
- Committee makes its unranked recommendations to the Provost.

**Term:** Three years, non-renewable

**Annual Stipend:** \$5,000 salary; \$2,500 research