

## PL- ACADEMIC-020: Distinguished Professor Policy

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	<b>Effective Date: 21 October 2014</b>
	<b>Reviewed by FS on:</b>
	<b>Reviewed by EMC on: 21 October 2014</b>
	<b>Approved by President on: 21 October 2014</b>

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### Source / Authority

This policy and accompanying procedures were developed by the Office of the Vice President and Chief Academic Officer and endorsed by the University President.

The Office of the Vice President and Chief Academic Officer is responsible for overseeing and monitoring the implementation of this policy and accompanying procedures.

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### Purpose

The purpose of this policy is to establish and implement policy and procedures to confer the title of “Distinguished Professor” to faculty of significant impact and sustained excellence performance.

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### Who Should Know This Policy

- President
- Vice President
- Legal Advisor
- Dean
- Director / Departmental Head
- Faculty
- Human Resources
- Graduate Students
- Accounting/ Finance Personnel
- Student
- All Employees
- Legal Office

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## Policy Description

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Qatar University's core educational values are best exemplified by recognizing national, regional and international intellectual leaders in their academic disciplines. The University's Distinguished Professor title exemplifies the university's commitment to academic excellence and is used as a venue to retain and recruit outstanding academic and intellectual leaders.

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## Rationale

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Distinguished professor is an honorific title that acknowledges the sustained excellence in performance of outstanding faculty. This high honor is reserved to recognize national, regional and international intellectual leaders in their academic disciplines. Qatar University pledged to become a model national university in the region, recognized for high quality education and research. As such, Qatar University is instituting a Distinguished Professor designation to contribute to the enrichment of students learning experience, research and the reputation of the institution.

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## The Designation Underlying Principles

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- The designation of Distinguished Professor recognizes extraordinary, nationally, regionally and internationally recognized, scholarly attainment in an individual's discipline or field;
- Attainment of the Distinguished Professor rank is the highest academic honor the University bestows on a faculty member;
- It is intended to signify a selected group of faculty members who are exceptional leaders in their respective fields as attested by national, regional and/or international reputation;
- Eligibility for designation as Distinguished Professor is limited to the selected few that exemplify the title and are making a special contribution to the intellectual advancement of Qatar University;
- There is no obligation to confer the designation in a given year;
- Conferring the title of distinguished requires a rigorous academic review and a final approval by the University President;
- Title modifiers (e.g. Research, Visiting) may be applied based on the selection committee recommendations, approval of VPCAO and the final approval of the University President.
- A Distinguished Professorship is not a promotion and does not follow the promotion procedure.

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## Qualifications for Appointment as Distinguished Professor

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1. True distinguished record of scholarship. Distinguished professors should be ranked among the most eminent scholars in the field nationally, regionally and should possess an international reputation that goes well beyond the existing high expectations for a full professor at Qatar University (rather than an incremental extension of existing knowledge, his/her work has caused a substantial leap forward in the discipline).
2. Must have held the rank of full professor for a minimum of five (5) years.
3. A demonstrated record of exceptional teaching and service. The expectation in teaching and service shall be scaled proportionally to the assignment of duties.
4. A proven record of interest in the growth and success of their students, colleagues and institution.

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## Eligibility and Application Portfolio

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- Eligibility to the Distinguished Professor is limited to Qatar University exceptionally active faculty who hold the rank of professor for at least five years or incoming faculty who holds credentials that merit the title;
- Colleges may propose a distinguished professorship position to attract high caliber candidates to help boost college activities;
- The VPCAO will appoint a committee (DP Committee) of seven faculty members at the rank of professor. The duties of the DP Committee shall be to evaluate the applications for the distinguished professor award designation and to make recommendations to the VPCAO concerning the qualifications of the nominees who best meet the qualifications of the appointment;
- The VPCAO approves the nomination and makes recommendations to the University President;
- The Distinguish Professor designation will be effective on the date of the President's approval.

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## Application Portfolio

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1. Nomination Application: A QU faculty member who holds the rank of professor and meets the qualifications may nominate himself or herself for appointment to the award of Distinguished Professor;
2. Department Chairs and or College Deans, VPCAO and VP Research may nominate a professor for appointment as a Distinguished Professor appointment;
3. A letter of nomination details the achievements that warrant the appointment must be submitted to Department Chair or College Dean or to the DP Committee by the established deadline.
4. Colleges will review internal application portfolios on an annual basis. Applications should clearly illustrate ways in which the candidate meets the criteria for a Distinguished Professorship. A complete application includes, but is not limited to, the following:
  - a. Nomination letter (s);
  - b. Current Curriculum Vitae;
  - c. Copies of selected publications, abstracts, and other supporting documentation (e.g., awards);
  - d. A five-year plan, describing the applicant's future research agenda as well as his/her teaching philosophy. This plan should indicate to evaluators that the applicant has concrete goals for continuing professional work at a very high level;
  - e. A minimum of 5 letters of support from leaders in the field is required. The letters should confirm that the candidate meets the qualifications above and strongly endorse the Distinguished Professor designation;
  - f. Evidence of exceptional teaching and service. The expectation in teaching and service shall be scaled proportionally to the assignment of duties.;
  - g. Nominations for appointment of distinguished professor for incoming faculty must follow the same process described above. The applicant to the post must provide a portfolio that will be evaluated by the Department Chair, College Dean and the DP Committee. The committee makes recommendation to the VPCAO who will submit his endorsement for the application to the President for approval. Upon approval of the President,

the incoming applicant will be notified in his/her offer letter of the designation conditional on accepting the offer and subject to university HR policy and procedures. The designation will be officially conferred on the applicants on his starting date at Qatar University. The application evaluation schedule for incoming applicants is expedited and do not follow the evaluation schedule for the internal applicants.

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### Application Evaluation Procedure

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- a. All application portfolios should be submitted to the Head of Department by **October 1**;
- b. Head of Department reviews the portfolios and comments on the applications and submits the portfolios and his recommendations to the College Dean by **November 1**;
- c. The Dean reviews all portfolios for college nominations, comments on the applications and submits the portfolios, his recommendations and the Head of Department's recommendations to the Office of VPCAO by **December 1**;
- d. The Office of the VPCAO forwards the application packages to the Chairman of the DPP Committee;
- e. The DPP Committee evaluate the nominations/applications and makes recommendations to the VPCAO by **February 1**;
- f. The VPCAO reviews the Committee's recommendations and presents his endorsement to the President;
- g. President review the VPCAO recommendations, and notify VPCAO with his/her decision;
- h. The decision of the President is final and shall not be appealed.
- i. The Office of the VPCAO notifies the applicant in writing of the decision to confer the Distinguished Professor designation effective the date of the President's approval;
- j. Public announcement of the designation will be made at the annual University Convocation;
- k. Awards will not necessarily be presented each year. There is no limit to the number of re-nominations in subsequent years; however, the nominee must ensure substantial difference between the nomination dossiers.

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### Expectations and Continuing Appointment

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All appointments are made with the expectation that professional performance will be maintained at a level that is appropriate for the distinguished title. Continuing appointment as a Distinguished Professor is contingent upon the following:

- Demonstrate sustained scholarly output the merits the continuation of appointment of "Distinguished Professor";
- Secure external funding to support the scholarly activities;
- Mentor and collaborate with faculty within his college and the university at large;
- Supervise Master's and PhD students;
- Conduct annually a faculty seminar;
- Serve on university committees as requested.

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## Benefits

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The honorific title may be used in place of the name of the awardee's position classification for the following purposes: correspondence, publications, business cards, web pages and applications for contracts and grants. Other benefits may include:

- Start-up fund, this benefit is limited to external hires;
- Rolling contract;
- Salary stipend.