

MEMORANDUM

TO: James Mower, Senate Chair

FROM: Havidán Rodríguez, President

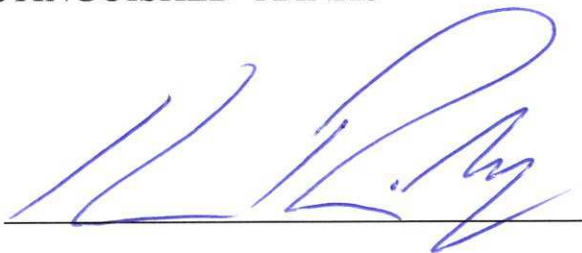
DATE: May 20, 2019

SUBJECT: Senate Bill Approval

I am pleased to approve the following Senate Bill, which was recommended following approval by the University Senate at its meeting of May 6, 2019:

Senate Bill 1819-22: GUIDELINES FOR THE UALBANY SELECTION COMMITTEE FOR PROMOTION TO THE STATE UNIVERSITY OF NEW YORK DISTINGUISHED RANKS

Approved:



Havidán Rodríguez, President

UNIVERSITY SENATE
UNIVERSITY AT ALBANY
STATE UNIVERSITY OF NEW YORK

Introduced by: Governance Council

Date: May 6, 2019

**GUIDELINES FOR THE UALBANY SELECTION COMMITTEE
FOR PROMOTION TO THE STATE UNIVERSITY OF NEW YORK
DISTINGUISHED RANKS**

IT IS HEREBY PROPOSED THAT THE FOLLOWING BE ADOPTED:

That the attached guidelines be approved by the University Senate and forwarded to the President for implementation beginning in the 2018-2019 round of nominations for promotions to the ranks of Distinguished Professor (DP), Distinguished Librarian (DL), Distinguished Teaching Professor (DTP), and Distinguished Service Professor (DSP).

Rationale:

Since the SUNY Board of Trustees Policies and Procedures on promotion to the Distinguished Faculty Ranks have evolved over the past two academic years, particularly in the requirements of the Selection Committee (UAlbany's local campus review committee). The Senate proposes formalizing the composition and procedures of the Selection Committee

The Distinguished Rank is the highest academic level bestowed on faculty in the State University of New York system. Consequently, the elaborate process whereby the UAlbany Selection Committee solicits nominations, reviews those nominations, and recommends individuals to the President for promotion to the Distinguished Rank is an important academic and institutional responsibility.

The Senate proposes that the Chair of the Selection Committee must have prior experience (i.e., participated as a member in at least one prior annual cycle of nominations, reviews, and selections). The Chair of the UAlbany Selection Committee should be elected from among the members on the Committee who are not serving ex officio.

The Senate proposes that the Chair of the UAlbany Selection Committee be limited to serving two consecutive, one-year terms (as Chair).

Guidelines for the UAlbany Selection Committee for Promotions to the SUNY Distinguished Ranks

The Distinguished Faculty Rank programs were created by the SUNY Board of Trustees as a prestigious system-level distinction to recognize and reward SUNY's finest and most accomplished faculty.

The programs were created by the State University Board of Trustees and are governed by policies and procedures available through the office of the SUNY Provost, hereinafter referred to as *SUNY Policies*. According to the *SUNY Policies*, campuses may follow a selection process that is more rigorous, but may never be less stringent, than system-level requirements.

The *SUNY Policies* require that nominations for promotions to the Distinguished Ranks be reviewed by a "Local Selection Committee" that "shall be appointed by the local governance structure" with the concurrence of the campus President. At UAlbany, the designated governance body for making such appointments is the Governance Council of the Senate.

Consistent with the *SUNY Policies*, the UAlbany Selection Committee shall consist of ten voting members and two ex officio members:

- The current Chair of the UAlbany Senate (or designee), *ex officio*
- One member designated by the UAlbany President, *ex officio*
- Eight members of the full-time faculty who either hold a Distinguished Rank, have been appointed as a Collins Fellow, or have received a President's or Chancellor's Award for Excellence. These members shall be appointed by the Governance Council to staggered three-year terms and shall include:
 - i) Two Distinguished Teaching Professors (or recipients of Excellence in Teaching Award)
 - ii) Two Distinguished Service Professors (or Collins Fellows, or recipients of Excellence in Service Award)
 - iii) Two Distinguished Professors (or recipients of Excellence in Research and Creative Activities Award)
 - iv) Two Distinguished Librarians (or recipients of Excellence in Librarianship Award, or Library faculty who have considerable seniority and knowledge of the role of librarians)
- One undergraduate student chosen by the Student Association
- One graduate student chosen by the Graduate Student Association

Consistent with *SUNY Policies* and in keeping with campus precedent, the UAlbany Selection Committee shall be in compliance with the following guidelines.

With respect to the composition of the Selection Committee"

- The Governance Council of the Senate shall ensure that members of Distinguished Rank are chosen with the goal of achieving a broad representation of disciplines and scholarship.
- The Governance Council shall solicit nominations from the respective student organizations.
- The list of proposed members shall be forwarded to the UAlbany President for consideration and approval.
- Once finalized, the membership of the Local Selection Committee shall be reported to the Senate Executive Committee.

With respect to the operation of the Selection Committee:

- A quorum of voting members shall be required for any official action of the UAlbany Selection Committee. A majority of the faculty members on the Selection Committee shall constitute a quorum (at least five of the eight faculty members).
- The Office of the Provost and Academic Vice President shall designate a staff person to work with the UAlbany Selection Committee.
- The Chair of the Senate shall convene an organizational meeting of the UAlbany Selection Committee. At this meeting, the Selection Committee shall elect its Chair from the members of Distinguished Rank who are continuing from the preceding year and do not serve *ex officio*. The Chair of the UAlbany Selection Committee can serve for a maximum of two consecutive, one-year terms.
- All members of the Selection Committee shall be provided with copies of the current *SUNY Policies* and current UAlbany guidelines. Members shall be expected to familiarize themselves with these documents. If revisions to either-or-both of those policies and guidelines occur *at any time*, it is the responsibility of the Chair of the UAlbany Selection Committee to promptly and formally notify all members.
- The UAlbany Selection Committee shall review the names of eligible faculty holding the rank of Full Professor, and discuss and implement a plan to encourage and solicit nominations from the campus.
- Following an intensive review of all eligible nominations received by the UAlbany Selection Committee, the membership will vote to determine those individuals among the nominations that it considers worthy of promotion to the appropriate Distinguished Rank. It is the responsibility of the Chair of the Selection Committee to organize and finalize the nomination portfolio(s) to be submitted to the President in accordance with all applicable procedures in the *SUNY Policies*. In particular, the Chair is responsible for ensuring that the UAlbany Selection Committee has been fully informed of the *SUNY Policies* that are applicable to that current year. Given possible delays at SUNY-system headquarters, this may require that the Chair contact SUNY System Administration to determine what, if any, changes in the *SUNY Policies* have occurred from the previous year.

As of 2017-2018, the *SUNY Policies* include, in particular, the following general restrictions on eligibility for promotion to Distinguished Ranks:

- 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;
- 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 for the DSP;
- Faculty who have retired or faculty serving in part-time capacities are ineligible; and
- Posthumous nominations are not permissible.

Confidentiality

The Selection Committee is responsible for soliciting nominations and selecting potential candidates for promotion to Distinguished rank. All deliberations of the Selection Committee are strictly confidential. Under no circumstances can faculty either self-nominate or apply for promotion to a Distinguished rank.