CHASS Process for Nominating Faculty to the University Faculty Scholars Program

A. College Advisory Committee and College Representative on the University Advisory Committee

1. Department Heads are invited to recommend one senior faculty member to serve on a college advisory committee by the end of the spring semester, making sure in advance that their nominees are willing to serve. Departments with Distinguished Professors should be encouraged to nominate a Distinguished Professor.

2. The Dean selects the chair plus four members of the College Advisory Committee from those recommended. The committee will include at least one Distinguished Professor and be representative of the range of disciplines in the College.

3. The Dean will select one member of the College Advisory Committee to serve on the University Advisory Committee.

B. College Procedure for Nominating Candidates for University Faculty Scholar Award

1. Department Heads are invited to recommend candidates to the College by a date to be determined when university deadlines are known. Heads should be permitted to use whatever procedures they consider most suitable to select these candidates, provided that the total number put forward does not exceed 10% of the total T/TT faculty in their unit.

2. A departmental recommendation consists of the candidate's Curriculum Vitae and covering letter in which the head explains why the candidate is worthy of a University Faculty Scholar Award, including an assessment of the potential of losing the candidate to a different institution.

3. The College Advisory Committee recommends candidates to the Dean.

4. The Dean will select approximately six candidates recommended by the College Advisory Committee, and will forward them to the University Advisory Committee.