



## MEMORANDUM

**TO:** Deans, Department/Division Chairs, and Faculty Holding the Rank of Professor  
**FROM:** Mike McPherson, Provost and Vice President for Academic Affairs  
**DATE:** April 10, 2024  
**RE:** Nominations for the 2025 Regents Professorship

The purpose of the **Regents Professorship Award** is to provide recognition for faculty at the rank of professor who have performed outstanding teaching, research, and service to the profession, and who have achieved a high level of national and international recognition.

The award consists of the designation “Regents Professor” and a one-time supplement of \$7,500 added to the base salary. Up to five awards may be made per year with the restriction that no more than ten percent of those at the rank of professor can hold the designation “Regents Professor” at any one time.

To be eligible for this award, an individual must be a full-time tenured professor; have a distinguished record of teaching, research, and service to UNT and to the profession; have achieved a high level of national and international recognition; and demonstrate evidence of the potential for continued distinguished performance.

Nominations for the designation of Regents Professor shall be made by the department chair and submitted to the application portal by the school or college dean. The nomination dossier must contain a current letter of nomination, a current letter of support by the personnel affairs committee (or other unit-level committee duly constituted to review such nominations), and a current letter by the department chair.

A candidate’s nomination should be based upon evidence of excellent performance over the candidate’s entire academic career and particularly upon evidence of sustained excellent performance since promotion to the rank of professor. Nominations may include up to 5 letters of support from scholars outside of UNT attesting to the candidate’s national and international reputation. External letters may be used again for **one consecutive resubmission cycle** and must be updated after two years. All other materials must be current within the most recent academic year.

Nominations will be reviewed by the Regents Professor Selection and Review Committee. The Regents Professor Policy, below, states that faculty who hold a Regents Professorship shall not be eligible to hold the title of University Distinguished Research Professor or University Distinguished Teaching Professor simultaneously.

For a full review of the Regents Professorship policy, please see [UNT Policy 06.015](#).

Regents Professor nominees receiving support from the Provost and Vice President for Academic Affairs shall be recommended to the President for consideration by the Board of Regents. Only the Board of Regents may award the designation of Regents Professor.

Deans should submit nominations using the [Faculty Success InfoReady Portal](#) by **5:00 PM, October 9, 2024**. Please submit to the award titled “**Regents Professorship (NEW)**”.

All awarded recipient titles and base adjustments will take effect on September 1, 2025. If you have any questions, please contact Faculty Success at [faculty.success@unt.edu](mailto:faculty.success@unt.edu).

### **Guidelines for Submitting Nominations for Regents Professors (NEW)**

Department chairs nominating **new candidates** for Regents Professor should work with the candidate to compile a nomination dossier in a single PDF to send to the dean of the school or college a week before the submission deadline.

**The nomination packet should include the following documents.** Items 1–11 should be merged into a single PDF; item 12 should be uploaded as a separate file.

- 1) A table of contents.
- 2) A letter of nomination by the candidate’s department or unit chair.
- 3) A letter of self-nomination or nomination by a colleague.
- 4) A letter or memorandum of nomination by the candidate’s departmental or unit personnel affairs committee; this shall include a summary of the candidate’s record and accomplishments in the following areas: 1) teaching activities, 2) research/artistic/performance activities, 3) activities in service to the profession, 4) national recognition, and 5) international recognition.
- 5) Up to five external letters of recommendation for the candidate’s appointment to Regents Professor (the letters should evaluate in particular the candidate’s national recognition and international recognition). *Note: external letters may be reused for two consecutive cycles only and must be updated after the second review cycle.*
- 6) A list of all courses taught by the candidate by semester since promotion to the rank of Professor or for the previous 6 years, whichever is shorter.
- 7) A summary of the candidate’s teaching evaluation scores since promotion to the rank of Professor or for the previous 6 years, whichever is shorter (in the form of a table or graph — note that the item/question summarized and nature and range of the scale must be clearly specified). This may be supplemented with evidence about teaching awards and the accomplishments of student success.
- 8) A summary of the candidate’s scholarly accomplishments (research/ artistic/performance activities). This should include evidence of excellence of performance over the candidate’s whole academic career and evidence of sustained excellent performance since promotion to the rank of professor. The evidence should include (but not be limited to) a summary of

evaluations by the candidate's departmental personnel affairs committee (in the form of a table or graph covering the period since promotion to the rank of professor — the nature and range of the scale must be clearly specified).

- 9) A summary of the candidate's annual merit evaluations for service by the candidate's departmental Personnel Affairs Committee since promotion to the rank of Professor or for the previous 6 years, whichever is shorter (in the form of a table or graph — the nature and range of the scale must be clearly specified); this section should explicitly address the candidate's service to their profession or discipline.
- 10) Copies of annual chair evaluations since promotion to the rank of Professor or the previous 6 years, whichever is shorter.
- 11) The candidate's current curriculum vitae.
- 12) A letter of nomination from the dean of the candidate's college or school evaluating the candidate's suitability to hold the Regents Professorship, and ranking multiple candidates from the College, if any.

For resubmissions, nominees should give careful attention to updating the dossier with new letters, vita, etc. The nomination dossier should **not** include course syllabi, copies of publications, or copies of Annual Updates.

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