

## **PROFESSORSHIPS**

### **College of Forest Resources**

#### **Rationale and History**

Professorships enable attraction and retention of outstanding faculty in universities, colleges, and departments. Professorships reward faculty for past and continuing distinguished academic and scholarly work. At land-grant institutions, such as Mississippi State University, the faculty engages in the primary missions of teaching, research, service/outreach, and extension. The College of Forest Resources (CFR) is fortunate to have resources periodically to establish professorships and reward distinguished full professors for their contributions in these mission areas.

The Sharp Professorship was reactivated in 1997 after being suspended in the 1980s for economic reasons. This professorship honors full professors in the CFR who have distinguished themselves in teaching, research, service, and extension/outreach. In 2007, three additional and equivalent professorships were established for the same reasons and named after eminent professors in the CFR: (1) The Dale Arner Professorship, recognizing a professor in the Department of Wildlife, Fisheries and Aquaculture; (2) The George Switzer Professorship, recognizing a professor in the Department of Forestry; and (3) The Warren Thompson Professorship, recognizing a professor in the Department of Forest Products. The four named professorships will be retained in perpetuity in the CFR, although donors establishing additional professorships may request new professorships be given a specific name(s).

Recipients awarded a professorship will carry the appropriate title and will receive an annual supplement of \$6,500 or an amount allowable by current budget (in equal monthly installments). The salary supplement is time-limited for a period of three calendar years and will be paid monthly, January-December. Each recipient will hold their named title throughout their tenure in the CFR. However, no recipient may receive the monetary award from any of the professorships twice consecutively (i.e., a minimum of three years must elapse before a previous recipient is eligible again for an award).

#### **Procedures**

##### **I. Eligibility for nomination**

- a. Must hold the rank of Professor with teaching, research, service and/or extension/outreach contributions in a department in the CFR.
- b. Must have a minimum of five years employment at MSU on a full-time basis.
- c. Must be currently employed full time by MSU.

- d. Must not have been a recipient and received the salary supplement during the previous three years.

**Note:** These criteria will effectively exclude from eligibility:

- instructors, research and extension associates, assistant and associate professors, assistant and associate research professors, assistant and associate extension professors, and post-doctoral associates.
- new personnel who have not been on the full-time faculty in MSU for five years (even if they have received tenure)
- part-time personnel, limited-term employees, retirees, and adjunct faculty
- an award recipient from the previous three years

## **II. Nomination and recommendation process**

Nomination of candidates for a Professorship will originate with the nominee's home department. Ultimately, the nomination, along with appropriate documentation, will be forwarded to the Dean's office for selection of the recipient(s) by the Dean.

- a. Nomination of a candidate from each department will be made by the Head of the respective department when a Professorship is available (i.e., after a current Professor's 3-year term has concluded).
  - (1) All eligible full professors in the department will be considered but the Head may choose to invite only selected full professors to assemble a dossier of accomplishments and compete for the professorship.
  - (2) Department Head informs nominees of his/her interest to nominate said professor and accepts their willingness or lack thereof to be considered for the professorship.
  - (3) Department Head requests current CV/resume from professors willing to accept the nomination.
  - (4) Department Head provides nominees with a spread sheet (titled: CFR\_Professor\_Sheet.xls [filed in Dean's and Department Head's office]) enabling them to summarize their performance data from the most recent five annual reviews. The nominees complete the spreadsheet accurately and honestly and submit it to the Head. The spread sheet was adapted from the Appendix at the end of this document.
  - (5) The Head reviews the spreadsheets and may further summarize data from the spreadsheet for his/her remarks in recommending a faculty member for a professorship. If multiple candidates exist within a department, the Head will rank them based on summary data.
  - (6) The Head will submit the following for the highest ranked nominee to the Dean/Director: (1) the completed spreadsheet by the highest ranked professor, (2) any further summary statistics, (3) a letter of recommendation summarizing performance in mission areas and other relevant metrics or commentary (e.g., team-

oriented spirit, collegiality, involvement in multi-disciplinary work), and (4) the nominee's CV/resume.

### III. Selection Criteria

The selection criteria should be applied at each of two stages: (1) selection of a nominee from among the candidates within a department, and (2) final selection of the awardees among CFR nominees by the Dean/Director.

Selection will be based on a scoring system:

- (1) At the Department level, nominees will be compared with each other and scored for each of the performance metrics using the spreadsheet. The ultimate score from this process should be the grand total across all metrics of academic endeavor (i.e., teaching, research, service/outreach/extension) and across all 5 years.
- (2) The eligible nominee with the greatest combined score across all metrics and other important attributes (e.g., team-oriented spirit, collegiality) will be recommended by the Head to the Dean/Director.

### IV. Selection and Award Procedure

- a. A maximum of one professorship per department will be selected and named by the Dean/Director following his/her review of information submitted by the Heads.
- b. A maximum of four Professorships (i.e., Arner, Sharp, Switzer, and Thompson) may be awarded at any one time, unless Professorships in addition to those named herein are established.
  - (1) The award will be made at the CFR Advisory Board Banquet.
- c. The award will continue for three consecutive years unless the awardee terminates employment in CFR. At such a time, the awardee will be required to surrender the remaining annual stipend for the award or portion thereof.
- d. The award will terminate at the termination of employment in the CFR.

Revised: July 12, 2010

Approved: August, 2007

  
George M. Hopper

  
George M. Hopper

**Appendix. Performance criteria (for last 5 years of work at CFR) to be used in assigning scores to departmental candidates and college nominees for Professorships.**

| Area of Academic Endeavor   | Performance Category | Score<br>(circle appropriate value) |
|---|----------------------|-------------------------------------|
| <b>Teaching (1) Internal:</b>   |                      |                                     |
| (a) No. courses/shortcourses/workshops taught (last 5 yrs)                      |                      | 0 1 2 3 4 5 6 7 8 9 10              |
| --No. undergraduate courses= _____  |                      |                                     |
| --No. undergrad. contact hrs= _____   |                      |                                     |
| --No. graduate courses = _____  |                      |                                     |
| --No. graduate contact hrs = _____  |                      |                                     |
| --No. shortcourses = _____  |                      |                                     |
| --No. shortcourse contact hrs = _____   |                      |                                     |
| --No. workshops = _____   |                      |                                     |
| --No. workshop contact hrs = _____  |                      |                                     |
| (b) Avg. rating student/attendee participant evaluations                        |                      | 0 1 2 3 4 5 6 7 8 9 10              |
| --Avg. all courses/workshop/shortcourses evaluated = _____                      |                      |                                     |
| (avg. of all categories on each evaluation, then avg. for all activities)       |                      |                                     |
| (range from 1=poor to 5=best)   |                      |                                     |
| --If no student/attendee workshop evaluations, then use peer evaluation = _____ |                      |                                     |
| (c) Course/workshop/shortcourse developmental activities                        |                      | 0 1 2 3 4 5 6 7 8 9 10              |
| --No. new courses/workshop/shortcourses developed = _____                       |                      |                                     |
| --No. course/workshop/shortcourses revisions = _____                            |                      |                                     |
| --No. new teaching techniques developed (visual, computer)= _____               |                      |                                     |
| --WebCT courses developed = _____   |                      |                                     |
| --Distance Learning development = _____   |                      |                                     |
| (d) Awards for outstanding teaching/education                                   |                      | 0 1 2 3 4 5 6 7 8 9 10              |
| --No. CFR or MSU awards = _____   |                      |                                     |
| (e) Graduate programs directed  |                      | 0 1 2 3 4 5 6 7 8 9 10              |
| --No. major/co-major professorships = _____                                     |                      |                                     |
| --No. committees(not major)= _____  |                      |                                     |
| (f) Academic advisement (last 5 yrs)  |                      | 0 1 2 3 4 5 6 7 8 9 10              |
| --No. students advised = _____  |                      |                                     |

(g) Teaching/outreach/extension grants                      0 1 2 3 4 5 6 7 8 9 10  
     --No. grants received        = \_\_\_\_\_  
     --Total dollars received    = \_\_\_\_\_

**Appendix. (Continued)**

| Area of Academic Endeavor | Performance Category | Score<br>(circle appropriate value) |
|---------------------------|----------------------|-------------------------------------|
|---------------------------|----------------------|-------------------------------------|

**Teaching (2) External (continued):**

|  |                        |
|--|------------------------|
| (a) Authorship of textbooks/chapters<br>--No. of authorships        = _____  | 0 1 2 3 4 5 6 7 8 9 10 |
| (b) Videos/educational-TV shows<br>--No. developed/presented= _____  | 0 1 2 3 4 5 6 7 8 9 10 |
| (c) Papers/attendances at National<br>Conferences for teaching info.<br>--No. papers presented        = _____<br>--No. conferences/tours       = _____ | 0 1 2 3 4 5 6 7 8 9 10 |
| (d) Peer reviews for textbooks<br>--No. requested reviews  | 0 1 2 3 4 5 6 7 8 9 10 |
| (e) Regional/national/internatl. shortcourses<br>--No. prepared and taught = _____   | 0 1 2 3 4 5 6 7 8 9 10 |
| (f) Invited lectures/honorariums<br>--No. invited and presented= _____   | 0 1 2 3 4 5 6 7 8 9 10 |
| (g) National/internal teaching award<br>--No. of awards = _____  | 0 1 2 3 4 5 6 7 8 9 10 |

**Scholarship/Research/Creative Endeavors**

**(1) Internal (last 5 yrs):**

|   |                        |
|---|------------------------|
| (a) MAFES, FWRC, MSU-ES, or MSU publications<br>--No. of research notes,<br>advances, etc                = _____                          | 0 1 2 3 4 5 6 7 8 9 10 |
| (b) Research proposals produced<br>(internal) as PI or Co-PI<br>--No.(examples Mc-Stennis)= _____   | 0 1 2 3 4 5 6 7 8 9 10 |
| (c) Progress reports<br>--No. written for projects       = _____  | 0 1 2 3 4 5 6 7 8 9 10 |
| (d) FWRC/MAFES/MSU-ES/MSU<br>Research/extension awards<br>--No. of awards                = _____<br>--Amount of funds generated= \$ _____ | 0 1 2 3 4 5 6 7 8 9 10 |

- (e) Personnel and facilities managed/supervised 0 1 2 3 4 5 6 7 8 9 10  
 --No. research assistants/associates = \_\_\_\_\_  
 --No. student workers = \_\_\_\_\_  
 --No. graduate Assts. = \_\_\_\_\_  
 --No. research technicians = \_\_\_\_\_  
 --No. facilities = \_\_\_\_\_

**Appendix. (Continued)**

| Area of Academic Endeavor   | Performance Category | Score<br>(circle appropriate value) |
|---|----------------------|-------------------------------------|
| <b>(2) External (last 5 yrs):</b>                                     |                      |                                     |
| (a) Books/book chapters published (research topics)                   |                      | 0 1 2 3 4 5 6 7 8 9 10              |
| --No. published   | = _____              |                                     |
| (b) Publications (refereed journals, conference/Symposia proceedings) |                      | 0 1 2 3 4 5 6 7 8 9 10              |
| --Total no. published   | = _____              |                                     |
| --No. senior authorships  | = _____              |                                     |
| (c) Grantsmanship (external)  |                      | 0 1 2 3 4 5 6 7 8 9 10              |
| --No. proposals submitted   | = _____              |                                     |
| --No. grants/contracts funded   | = _____              |                                     |
| --No. funded where you are PI   | = _____              |                                     |
| --Total dollars funded (5yrs)   | = _____              |                                     |
| (d) Professional papers (conference)                                  |                      | 0 1 2 3 4 5 6 7 8 9 10              |
| --Total number  | = _____              |                                     |
| --No. senior authorships  | = _____              |                                     |
| (e) Editorials, notes, & book reviews in professional journals        |                      | 0 1 2 3 4 5 6 7 8 9 10              |
| --No. editorials, notes, etc.   | = _____              |                                     |
| (f) CFR/FWRC research institutes or cooperatives developed/managed    |                      | 0 1 2 3 4 5 6 7 8 9 10              |
| --No. in which participated   | = _____              |                                     |
| --Amount of funds generated   | = \$ _____           |                                     |
| (g) Patents & inventions  |                      | 0 1 2 3 4 5 6 7 8 9 10              |
| --No. developed   | = _____              |                                     |
| --No. patents granted   | = _____              |                                     |
| --No. patents licensed  | = _____              |                                     |
| (h) National/international research awards                            |                      | 0 1 2 3 4 5 6 7 8 9 10              |
| --No. awards  | = _____              |                                     |
| <b>Service/Extension (1) Internal (last 5 yrs) :</b>                  |                      |                                     |
| (a) Dept, CFR, FWRC, MSU-ES, & MSU committees                         |                      | 0 1 2 3 4 5 6 7 8 9 10              |
| --No. of committees   | = _____              |                                     |

--No. chairmanships = \_\_\_\_\_  
 --No. reports written = \_\_\_\_\_

(b) Peer review (Internal) 0 1 2 3 4 5 6 7 8 9 10  
 --No. manuscripts (FWRC) = \_\_\_\_\_  
 --No. proposals (FWRC) = \_\_\_\_\_

(c) Part-time administrative responsibilities 0 1 2 3 4 5 6 7 8 9 10  
 --No. assignments = \_\_\_\_\_  
 --No. plans/policies written = \_\_\_\_\_  
 --No. assignments completed = \_\_\_\_\_

**Appendix. (Continued)**

| Area of Academic Endeavor                                   | Performance Category | Score<br>(circle appropriate value) |
|---|----------------------|-------------------------------------|
| (d) Public service lectures,<br>field days, & science fairs |                      | 0 1 2 3 4 5 6 7 8 9 10              |
| --No. planned = _____                                       |                      |                                     |
| --No. in which participated = _____                         |                      |                                     |
| --No. participants = _____                                  |                      |                                     |
| (e) Personal technical service                              |                      | 0 1 2 3 4 5 6 7 8 9 10              |
| --No. telephone calls = _____                               |                      |                                     |
| --Technical letters written = _____                         |                      |                                     |
| --No. visits (public consult.) = _____                      |                      |                                     |
| (f) Local professional organizations                        |                      | 0 1 2 3 4 5 6 7 8 9 10              |
| --Membership (total no.) = _____                            |                      |                                     |
| --No. in which an officer = _____                           |                      |                                     |
| (g) Teaching/outreach/extension policy development          |                      | 0 1 2 3 4 5 6 7 8 9 10              |
| --No. committees served = _____                             |                      |                                     |
| --No. committee chairmanships = _____                       |                      |                                     |
| --No. policies/reports done = _____                         |                      |                                     |
| (2) External (last 5 yrs):                                  |                      | 0 1 2 3 4 5 6 7 8 9 10              |
| (a) Natl. professional organizations                        |                      |                                     |
| --Membership (total no.) = _____                            |                      |                                     |
| --No. in which an officer = _____                           |                      |                                     |
| (b) National committees                                     |                      | 0 1 2 3 4 5 6 7 8 9 10              |
| --No. memberships = _____                                   |                      |                                     |
| --No. chairmanships = _____                                 |                      |                                     |
| --No. standards/policies/ reports developed = _____         |                      |                                     |
| (c) Peer review for prof. journals                          |                      | 0 1 2 3 4 5 6 7 8 9 10              |
| --No. manuscripts reviewed = _____                          |                      |                                     |
| --No. editor/assoc. editors = _____                         |                      |                                     |
| (d) Peer review for national                                |                      | 0 1 2 3 4 5 6 7 8 9 10              |

proposals  
--No. proposals reviewed = \_\_\_\_\_  
(examples=USDA-NRI, NSF)

(e) Local arrangements/ program development for reg./natl meeting  
--No. meetings = \_\_\_\_\_

0 1 2 3 4 5 6 7 8 9 10

(f) National/international invited activities (advising, short-courses, review teams, planning, etc.)  
--No. activities = \_\_\_\_\_

0 1 2 3 4 5 6 7 8 9 10

(g) Development Activities  
Scholarships garnered, endowed chairs, etc.  
--No. activities= \_\_\_\_\_

0 1 2 3 4 5 6 7 8 9 10