

# Distinguished Professor Procedure

<b>Policy code:</b>	CG2105
<b>Policy owner:</b>	Director, Strategy, Governance and Office of the Vice-Chancellor
<b>Approval authority:</b>	Vice-Chancellor and President
<b>Approval date:</b>	24 June 2024
<b>Next review date:</b>	17 June 2027

## Table of Contents

Purpose .....	1
Scope .....	1
Legislative context .....	1
Definitions .....	1
Procedure statement .....	2
1. Criteria for appointment as Distinguished Professor .....	2
2. Appointment process .....	2
3. Term of appointment .....	3
4. Terminating an appointment .....	3
Supporting documents .....	3
Responsibility .....	3
Promulgation .....	4
Implementation .....	4

## Purpose

The purpose of the Distinguished Professor title is to formally recognise Federation University Professors who have attained international distinction for their exceptional and continuous contributions to research, scholarship, and/or engagement and innovation.

## Scope

This Procedure applies to all Federation University staff involved in the nomination and appointment of a Distinguished Professor.

## Legislative context

- Federation University Australia Act 2010
- Federation University Australia Statute
  - Division 3 – The Professoriate and Visiting and Adjunct Staff

## Definitions

Term	Definition
Distinguished Professor	A Professor recognised for their international distinction for their exceptional and continuous contributions to research, scholarship, and/or engagement and innovation.

## Procedure statement

To attract and retain eminent Professors renowned for their exceptional scholarly achievements and international leadership in research, teaching, engagement and innovation. These appointments align with the strategic objectives of the University and contribute to enhancing its reputation as a globally recognised research institution.

### 1. Criteria for appointment as Distinguished Professor

To be eligible for appointment as a Distinguished Professor, nominees must be current or incoming Professors with Federation University.

Recommendations should be made for candidates who demonstrate achievement at the highest level, evidenced by the following criteria:

- Exceptional scholarly contribution and leadership:** Candidates should possess exceptional scholarly and research achievements, recognised both nationally and internationally. This includes evidence of research leadership, teaching and learning leadership and innovation, and exemplary contributions to industry and community engagement.
- Outstanding service to the academia and/or professional community:** Candidates should contribute to a culture of excellence within academia and/or professional community, including supporting the development of more junior staff, successful interdisciplinary collaboration in research and/or teaching, and be actively involved in activities outside of the University relevant to their profession or field. Their engagement should positively reflect on the University and demonstrate a commitment to their discipline.
- Potential for ongoing excellence:** Candidates should demonstrate the ability to continue to perform at a high level and make a significant contribution to the University's strategy and academic profile.
- Ethical standards and professional integrity:** Candidates should uphold the highest standards of ethics and conduct, serving as role models and maintaining a reputation for honesty. They must promote an inclusive, respectful academic environment and champion diversity and equity.

Recommendations should only be made to candidates who fulfill these criteria, as they represent individuals who excel academically, contribute significantly to industry and professional development, engage actively in the community and with industry, and positively reflect the University's values and reputation.

### 2. Appointment process

The Vice-Chancellor will consider a nomination for the award of Distinguished Professor from a Pro Vice-Chancellors of the Academic Institutes, Deputy Vice-Chancellor, Pro Vice-Chancellor or Dean and may initiate the process by appointing a selection committee.

The recommendation must consist of:

- a memo outlining the rationale for the nomination and the contribution that the individual can make to teaching and/or research at the University aligned with the university strategic plan, as well as a brief assessment of the individual's qualifications and experience (in accordance with the criteria);
- a Curriculum Vitae;

- a proposed period of appointment.

The decision to appoint a Distinguished Professor is made by the selection committee comprising the:

- Vice-Chancellor and President
- Pro Vice-Chancellors of the Academic Institutes
- Chair, Professoriate Committee.

The Vice-Chancellor may appoint additional committee members, as appropriate.

Appointments will be reported to the Professoriate Committee and Academic Board.

The appointment may be presented to the individual at an appropriate award ceremony by the Vice-Chancellor or delegate.

The title of Distinguished Professor is an honorary title and does not attract additional remuneration.

### 3. Term of appointment

Appointment will normally be for a fixed-term of three years, when h/she can contribute to research and/or teaching at Federation University.

Appointments may be renewed for a further term subject to the continuing contribution of the appointee and based upon the approval of the Vice-Chancellor.

### 4. Terminating an appointment

An appointee may terminate their appointment as a Distinguished Professor in writing to the Vice-Chancellor at any time.

The Vice-Chancellor may terminate an appointment as a Distinguished Professor in writing at any time.

## Supporting documents

- [Academic Governance Policy](#)
- [Global Partners and Community Engagement Policy](#)
- [People and Culture Policy](#)
- [Research and Research Training Policy](#)
- [Continuing and Fixed-Term Recruitment and Appointment Procedure](#)
- [Equal Opportunity and Valuing Diversity Guidelines](#)
- [University Awards Guidelines](#)

## Responsibility

- Vice-Chancellor and President (as the Approval Authority) is responsible for monitoring the implementation, outcomes and scheduled review of this procedure.
- Director, Strategy, Governance and Office of the Vice-Chancellor (as the Document Owner) is responsible for maintaining the content of this procedure as delegated by the Approval Authority.

## Promulgation

If suitable, the [Distinguished Professor Procedure](#) will be communicated throughout the University community via:

1. Distribution of e-mails to Head of Institute/School / Head of Department / University staff relevant.
2. An Announcement Notice via FedNews and on the FedUni Policy Central 'Recently Approved Documents' page to alert the University-wide community of the approved Procedure
3. Council Agenda

## Implementation

The [Distinguished Professor Procedure](#) will be implemented throughout the University via:

1. A FedNews announcement and on the 'Recently Approved Documents' page on the University's Policy Central website.