

# Carnegie Mellon

## Office of the Provost

**To:** University Professors, Academic Deans and Academic Department Heads

**From:** Laurie Weingart

**Date:** Week of November 6

**Subject:** **University Professor nominations**

---

Dear Colleagues,

I invite you to nominate candidates for the rank of University Professor. As you know, being named a University Professor is one of the highest honors that Carnegie Mellon bestows upon our faculty. The number of University Professors is intended to represent about 10% of the total number of full professors on campus who have retained that title and position for a total of five years. We are currently a few slots below the target and so we seek to add appointments over the next few years. The requirements and procedures are illustrated in the attached document and are also available on the Faculty Senate webpage.

I would like to receive all first stage nominations by **November 23, 2017** so that full documentation for those chosen on the short list can be considered by the current University Professors in March 2017. At this initial stage, all I need is a one-page nomination letter and the candidate's C.V. sent to provost@cmu.edu.

Traditionally, one factor in considering nominations is whether a faculty member has been elected to a national academy and other similar honors. That is indeed a relevant marker, but an unintended by-product of this criterion has been that the University Professors have been drawn heavily from selected areas on campus. We would therefore be particularly interested in this year's nominations representing diverse thought, backgrounds, and experiences across campus whose work shows substantial impact locally and/or globally. A current list of University Professors is attached for your convenience.

In the past, some concerns have been expressed about confidentiality during the process. Confidentiality is important for several reasons. Notably, having someone learn that he or she is nominated, followed by the realization that he or she was not named can lead to significant disappointment. Thus, as has been the case in recent years, please ***communicate the nomination only to me.***

Following a subcommittee review of all nominations, a handful of candidates will be selected to advance to the next stage. Nominators will be notified of this decision by **December 18<sup>th</sup>**. At this time, nominators should provide no more than five external letters of reference.

Each finalist candidate will then be evaluated by a carefully chosen University Professor committee using either their own expertise, additional information from the nominators, or in certain cases, consultation with sources external to CMU.

The University Professors will meet to vote on the final nominees and their selection(s) will be presented by me for final consideration by the President and Board of Trustees.

Thanks for your time in undertaking this important process.

Sincerely,  
Laurie R. Weingart  
Interim Provost  
[provost@cmu.edu](mailto:provost@cmu.edu)