

Dr. Howard Higholt Endowed Professorships 2024-26

Program Description and Nomination Instructions

Nomination Deadline

December 1, 2023 for incoming tenure-track faculty members (start date: August 2024)

Program Description

Purpose: The central purpose of the Dr. Howard Higholt Endowed Professorship program is to support incoming Swenson College of Science and Engineering (SCSE) faculty who have the potential to make significant contributions to their departments, Swenson College, and to their scholarly fields. The program is designed to recruit and advance the careers of promising tenure-track faculty members who have previously made contributions to justice, diversity, equity, inclusion, and accessibility in STEM and plan to continue work in these areas at the beginning stages of their professional careers.

Terms of the Award: The Dr. Howard Higholt Endowed Professorship for new faculty is a two-year appointment from August 19, 2024 to August 23, 2026. The Professorship will provide the recipient with \$5,000 augmentation to their base salary during the two-year appointment, and funds totaling \$30,000 per year for each of the two years. Funds must be used in accordance with University policy, solely for expenditures related to research, teaching or justice, diversity, equity, inclusion, and accessibility related service activities, with the approval of the SCSE Dean. Examples of appropriate use of funds include: research equipment and supplies; professional development and travel; publication or creative production costs; research assistant salaries; a course buy-out to free up more time for research or service; summer salary; programming to advance justice, diversity, equity, inclusion, and accessibility initiatives. All salaries must include related fringe benefits.

While the funds may carry forward at the end of the first year, the recipient must spend the available funds within the two-year award period. University purchasing policies must be followed. All equipment purchased becomes the property of the University of Minnesota.

In accepting a Dr. Howard Higholt Endowed Professorship, a faculty member agrees to remain full-time at the University for the full two years of the professorship, plus one additional year. If this condition is not met, the recipient will be required to repay the value of the Professorship in full. Any such repayment must not come from funds administered by the University or its foundations.

Eligibility

Faculty candidates applying to tenure-track positions in an academic unit (i.e., a department having a 7.12 statement [the promotion and tenure document]) may submit their nominations on [the Google nomination form](#). Nominees must hold a tenure-track probationary position, at the assistant or associate professor rank, at the University of Minnesota Duluth, Swenson College of Science and Engineering by the start date of the professorship (August 19, 2024).

One important criterion for this award is that the faculty candidate has previously contributed to efforts that increase or support justice, equity, diversity, inclusion and accessibility and has the potential to further these efforts as a faculty member in SCSE at UMD.

Nomination Process

All nominees should be cognizant of the program's **Purpose** and **Terms of Award**. In preparing nominations, nominees should be mindful of the fact that the materials will be reviewed and rated by a review committee. The reviewers may be unfamiliar with the nominee's particular area of research; thus, the nominee should present their nomination using language that is accessible to a wide range of scholars.

A nomination letter (up to two pages) from the faculty candidate should be submitted as a PDF file on [the Google nomination form](#). This self-nomination letter should NOT be the JEDI statement that was submitted as part of your application. The Dean's office will then combine the nomination letter with the four documents of the candidate's job application (that is, the anonymized research and teaching statement, the anonymized statement on diversity and inclusion, the CV, and the list of three to four professional references). These four documents are separately uploaded on the UMN HR portal as part of the job application and *must not* be submitted again on the Higholt Professorship nomination Google form.

No other materials, such as copies of course summaries, teaching evaluations, summaries of research proposals, or the like, may be included. Any such extraneous material will be removed from the file before it is provided to the selection committee.

Review and Selection Criteria

The nomination packages will be reviewed by a committee composed of the Dean, Associate Deans, and faculty leaders in justice, diversity, equity, inclusion, and accessibility.

The committee will recommend recipients based on the following criteria:

- The nominee's potential for contributions to Swenson College of Science and Engineering's efforts to advance justice, equity, diversity, inclusion, and accessibility in the service of excellence in teaching, research, and service.
- The potential significance of the research, scholarly, or creative/artistic activity and the clarity with which it is conveyed to the non-specialist.
- The degree to which the nominee's past and present achievements in justice, equity, diversity, inclusion, and accessibility demonstrate originality, imagination, and innovation.

- The nominee's professional promise — i.e., the potential for significant contribution to the discipline or to any interdisciplinary or collaborative initiatives in teaching, research, or service.
- The nominee's service or leadership contributions to the wider community.

Submission and Notification

The candidate's nomination letter (up to two pages) should be submitted as a PDF file on [the Google nomination form](#).

Successful nominees will be notified of the outcome in Spring 2024. Questions concerning the nomination and selection process may be directed to Dean Reed at wlreed@d.umn.edu.