

# Awarding of RMIT Distinguished Professor title instruction

## What is it?

The title of Distinguished Professor is a high honour. The title is used to acknowledge, and reward sustained outstanding performance. This instruction outlines the process of awarding an RMIT Distinguished Professorship title, along with the nomination, approval, and implementation processes to be followed.

## Who is this for?

This instruction applies to nominees who hold the title 'Professor' of RMIT University.

The award is for a five-year period and includes the use of the title of 'RMIT Distinguished Professor'; remuneration at Academic E with a negotiated loading of up to 50% and research and/or teaching and learning support funding of \$30k per annum. The award is renewable based on demonstrated performance and continuing to meet the eligibility criteria.

## Exclusions

Non-academic staff

## Instruction Steps and Actions

Instruction (including key points)	Responsibility	Timeline
<b>1. Nominations</b>		
<p>A nomination submission is made by a Deputy Vice-Chancellor (DVC) on the RMIT Distinguished Professor Nomination Form and submitted to Deputy Vice-Chancellor, Research and Innovation (DVC R&amp;I).</p> <p>The Nomination Form will include evidence of performance and esteem against the guiding indicators for demonstrated performance (see Attachment A)</p> <p>A copy of the curriculum vitae of the nominee will be attached to the Nomination Form.</p>	Deputy Vice-Chancellor (DVC)	As soon as practicable
The name of the nominee will be forwarded by the Office of the DVC (R&I).	Office of the DVC R&I	As soon as practicable
<b>2. Assessment of Nomination</b>		
A report of the nominee's research outputs as reported in ResearchMaster, Scopus, SciVal, Web of Science and Google Scholar, which includes:	Office of DVC R&I	Within 3 weeks of receiving

<ul style="list-style-type: none"> <li>• HERDC eligible scholarly publications and creative works</li> <li>• eligible research grants and funding</li> <li>• HDR completions whilst at RMIT</li> <li>• Citations: per paper; h-index; impact factor compared to discipline peers</li> <li>• Collaborative agreements/partnerships through co-publications and funded contracts</li> <li>• Development of Early Career Researchers and HDR candidates through co-authorship and shared funding agreements as Chief Investigator</li> </ul> <p>Course Experience Survey outcomes will be sourced from the Survey Services Centre.</p> <p>The above information will be forwarded to the DVC (R&amp;I).</p>		notification of nomination
<p>The DVC R&amp;I will normally convene a Distinguished Professorship Committee on an annual basis to assess the nomination submission against the RMIT Distinguished Professor guiding indicators of demonstrated performance (see Appendix A).</p> <p><b>Committee membership will comprise:</b></p> <ul style="list-style-type: none"> <li>• DVC (R&amp;I) – Chair</li> <li>• DVC (Education) or nominee</li> <li>• 3 College DVCs or nominees</li> </ul> <p>The panel should aim to have appropriately mixed gender representation.</p> <p>The Office of the DVC R&amp;I will provide secretarial support to the Committee, sourcing and distributing documentation and recording Committee recommendations.</p>	DVC R&I	Normally 4 weeks from receipt of nomination form
<p>The Distinguished Professorship Committee will review the nomination submission and report of research outputs against RMIT Distinguished Professor guiding indicators of demonstrated performance (see Appendix A).</p> <p>The Committee will agree a recommended outcome of the nomination and a recommended commencement date for the Award.</p>	Distinguished Professorship Committee	At meeting or by electronic circulation
<p>The Committee Chair will record the Committee's recommended outcome on the RMIT Distinguished Professorship Nomination Form (Recommended / Not Recommended) and sign the Form.</p> <p>The Committee Chair will forward the recommendations and supporting documentation, including the signed Nomination Forms (and a salary loading form if more than 50% is being requested) for recommended nominees to the Vice-Chancellor for approval, and copy the Chief People Officer.</p>	Committee Chair	Following Committee decision
<p>The signed Nomination Form will be recorded in TRIM and stored with the Committee meeting papers.</p>	Office of the DVC R&I	

Vice-Chancellor to consider the recommendations and Approve / Not Approve the award of an RMIT Distinguished Professorship (including title, loading and support funding).	VC	Following receipt of the recommendations
In exceptional circumstances, the VC may approve the awarding of the title of RMIT Distinguished Professor without the convening of the Distinguished Professorship Committee, following endorsement by the DVC (R&I) or DVC (E).	VC	As necessary
<b>3. If the nomination of RECOMMENDED</b>		
The DVC R&I will communicate the outcome of the nomination to the nominating DVC, the Dean/Executive Dean of the nominee and the Chief People Officer.	DVC R&I	Within 1 week of the Committee decision
The DVC R&I will provide a copy of the applications and VC's approval to the Chief People Officer.	DVC R&I	
The nominating DVC will communicate the outcome of the nomination to the Nominee.	Nominating DVC	Within 1 week of receiving Committee recommendation
The Office of the DVC R&I will forward a copy of the signed Nomination Form and supporting documentation to the School Manager.	Office of DVC R&I	After the Dean has been notified
People Services will process the Award and loading as per the established process and notify the Office of the DVC R&I when the process has been completed. The Award of RMIT Distinguished Professor will commence from the date stated in the letter from People Services.	People Services	Within 1 week of the approved nomination being returned to People Services
People Services will ensure a copy of the signed Nomination Form is stored on the Awardees Workday profile	People Services	
The Office of the DVC R&I will notify the Finance Business Partner R&I of the Award start date.	Office of the DVC R&I	Within 1 week of notification from People Services
The Finance Business Partner, R&I will arrange access for the Distinguished Professorship Awardee(s) to the allocated research support funds.	Finance Business Partner R&I	Within 2 weeks of notification from People Services
Recipients will receive an Award Certificate. Executive Officer (DVC R&I Office) will coordinate the printing, signing (by VC) and framing of Award certificates and delivery of certificates to University Events for presentation at the University Teaching & Research Awards ceremony or other suitable event.	Executive Officer (DVC R&I Office)	At least 1 month prior to scheduled Awards ceremony or event
Awards of the title of RMIT Distinguished Professor will be presented as part of the annual University Teaching & Research Awards ceremony or other suitable event.	University Events	As soon as practicable

<p><b>4. If the nomination is NOT RECOMMENDED</b></p>		
<p>The Nominating DVC or relevant member of the Committee will communicate the outcome of the nomination to the Nominee and their Dean/Executive Dean.</p>	<p>Nominating DVC</p>	<p>Within 1 week of Committee decision</p>

## Appendix A – Guiding Indicators of Demonstrated Performance

The awarding of an RMIT Distinguished Professorship title is a high honour. The expectation is that the person would be outstanding in their field and continue to demonstrate excellence. To be eligible for consideration as a Distinguished Professor, nominees must be eligible to hold the title 'Professor' of RMIT University.

The award of an RMIT Distinguished Professor will be used to acknowledge and reward sustained, outstanding performance. The award will:

- include the use of the title of 'RMIT Distinguished Professor' for five years or until the retirement or resignation of the staff member, whichever is earlier
- be remunerated at Academic E with a negotiated salary loading of up to 50%, with the total salary attracting Enterprise Agreement increases. However, if the Professor's current remuneration is greater than this amount (i.e., Academic E + 50%), their remuneration will be maintained at the higher level for the period specified in their current remuneration arrangement. In the event that a Distinguished Professor's total remuneration falls below Level E+ the negotiated loading during the Award period they will receive a Distinguished Professor salary loading to ensure that their total remuneration is equivalent to Level E + the negotiated loading salary. This remuneration will be funded by the staff member's School or Organisational Unit
- be supported through research and/or teaching and learning support funding of \$30k per annum during their Distinguished Professorship. This support will be provided by either the Research & Innovation Portfolio or the Education Portfolio.

Nominees will demonstrate an international reputation for outstanding research and scholarship as exemplified by:

- Sustained high level achievement in scholarly publications, performances, creative works, citations (well above world average performance)
- Invitations to give keynote addresses
- Selection to exhibit in prestigious exhibitions e.g., the Venice Biennale or galleries of international renown
- Success in obtaining research grants and external funding election to learned academies
- Fellowships, awards, prizes, and honorary degrees.

Evidence that may be presented to support this would include being a recipient of:

- a Fellowship from one of the Australian Learned Academies (such as the Academy of Science) or equivalent international academy
- an Australian Research Council (ARC) Laureate Fellowship
- equivalent National Health and Medical Research Council (NHMRC) Fellowship
- a prestigious award (e.g., Nobel Prize, Fields Medal, Prime Minister's Prize, Eureka Prize, Victoria Prize, Abel Prize, Archibald Prize)
- Identification as a highly cited researcher (e.g., through the Thomson Citation Index)

- Demonstrated evidence of successfully guiding the development of younger colleagues and postgraduate students through supervision, mentoring and collaboration and a track record of research degree completions
- Demonstrated high-performance research team leadership
- Professional peer recognition of significant achievements at a state, national and international level exemplified by leadership of professional associations and outstanding contributions to continuing education and peer review.
- Outstanding learning and teaching achievements, including innovation in pedagogy and curriculum design, student assessment and student learning outcomes.

Evidence that may be presented to support this would include:

- being awarded an International, National or State Award for University Teaching
  - being awarded an RMIT University Vice Chancellor's Distinguished Teaching Award or Award for Outstanding Impact in Learning and Teaching
  - success as the lead researcher in national (Office for Learning and Teaching (OLT)/Australian Learning and Teaching Council (ALTC)) grant rounds
  - broad implementation of new educational delivery methodologies or curriculum innovation
  - sustained levels of excellence in student satisfaction and graduate outcomes
  - commercial publications (book/monograph) reputation on university teaching, or commercially published textbooks, published through houses of high national/international reputation.
- Outstanding performance in innovation and the translation of research outcomes for Australian or global benefit including commercialization of Intellectual Property, influence on public policy or improved practices resulting in direct benefit to the economy, community and/or environment.

Evidence that may be presented to support this would include:

- successful application for patents and licenses based on original research and development published reports commissioned by government agencies or international organisations membership of government advisory bodies, committees of inquiry and boards of management
  - original designs and executed structures or instruments that result in high professional standing
  - record of achievement in the transfer and application of the results of research and development to industry and commerce, the professions, and the wider community.
- Outstanding community engagement as evidenced by:
    - involvement in, and contribution to, the profession, discipline and professional societies or academies, extending beyond the University, which reflects favourably on the University
    - leadership in the generation of collaborative research and development programs with other institutions including universities; government agencies; industry; or community bodies

- service to the University as exemplified by active participation in major University committees, influential leadership whilst holding an office of responsibility, and/or demonstrated high achievement in senior management roles at Discipline, School, College or University level.

## Document history

<b>Version</b>	<b>Effective date</b>	<b>Authority</b>	<b>Author</b>
1.0	2015	Awarding of RMIT Distinguished Professor title	Calum Drummond, DVC Research & Innovation
2.0	Aug 2023	Awarding of RMIT Distinguished Professor title instruction	Calum Drummond, DVC Research & Innovation