

SAMPLE BOARD OF GOVERNOR SOLICITATION LETTER

Dear :

Professor [name] of [school/department/center] is being considered for a Rutgers Board of Governors Professorship. This named professorship is the highest academic honor that Rutgers University can give to a member of its faculty. The honor is bestowed by the University's Board of Governors only to those individuals who have achieved international recognition for the impact and influence of their research in their field of scholarship.

The purpose of this letter is to solicit your assistance in assessing Professor [name]'s eminence in [his/her] field. We believe that the special character of the honor for which Professor [name] is being considered requires a reaffirmation of his international reputation and leadership among the most outstanding scholars in [his/her] field.

I ask, therefore, that you please prepare a letter evaluating Professor [name]'s scholarly contributions and eminence. If you could send your letter to me within the next month I would be very grateful. A copy of Professor [name]'s curriculum vitae is enclosed for your reference. If you wish additional documentation of Professor [name]'s work, please contact me.

Sincerely,