Evaluation Checklist – R.G. and E.M. Knight Fund

**Purpose of Fund:** “to enhance the quality of life of higher education at the University of Manitoba by enriching its academic life through the support of a Distinguished Visitors Program”.

**Qualified Speakers:**
- Scholar or leader in the areas of commerce, industry, and government, drawn from one of the following fields: commerce, finance, economics, political studies, history and literature.
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- Outstanding achiever from other disciplines who have made distinguished contributions to the advancement of knowledge or to cultural, social and economic development.

**Range of Activities:**
The program is intended to be flexible with respect to the range of activities and the duration of activities. The sole stipulations are that the visitor must:
- Interact with staff and students
- Interact with general public as appropriate. Note: past practice has established a tradition that the visitor deliver a public lecture.

**Selection Criteria:**
- Quality and achievement of the visitor will be paramount.
- Visitor must not espouse beliefs that run counter to basic values of a free society or to the preservation of human rights and liberties or may create a danger to public safety and order.

**Application:**
- Endorsed by the head of the unit. Joint endorsement by two or more units is appropriate where the proposed Visitor’s expertise and interests cross disciplinary boundaries.
- Provides biographical information, including distinction of the nominee.
- Outlines objectives and duration for the visit and benefits to be derived from it.
- Includes cost estimate for the visit, including justification for all expenditures and the recommended honorarium.
- Includes a draft program of activities / events.