Date: September 18, 2017

To: Deans and Directors, Heads of Administrative Units

From: David T. Barnard, President and Vice-Chancellor

Re: 2017 Annual Outreach Awards

Each year, the University of Manitoba honours both support and academic staff who have been active in outreach activities, particularly during the previous year, through presentation of pins bearing the outreach logo. We plan to do so again this year at the 38th Annual Outreach Reception scheduled for Tuesday, November 14, 2017.

Please consider nominating one individual from your area who has been notably active in outreach activities during 2016-2017, and has gone above and beyond what they do as an employee of the University. To determine your nominee, please consider all suggested individuals from your unit in consultation with a suitable number of your colleagues. While there are no restrictions with respect to nominating a previous recipient again, the case for doing so should be based on outreach activities undertaken since the previous award. Heads of larger units may wish to nominate more than one person, although this should normally be done only for exceptional reasons. It is not anticipated that every unit will nominate each year. For further information and the application form, please visit http://umanitoba.ca/admin/vp_academic/outreach_merit.html.

Deans, Directors and Vice-Presidents should set internal deadlines to receive submissions within their units. Nominations from Deans, Directors and Vice-Presidents are due on Wednesday, October 18, 2017 to the Chair of the Presidential Advisory Committee on Outreach, Dr. Diane Hiebert-Murphy, Vice-Provost (Academic Affairs), 208 Administration Building.

Please do give the recognition of this important aspect of University activity your most careful consideration.

cc: Vice-Presidents