



## Distinguished Professor Nomination Form

### NOMINEE INFORMATION

**Name of Nominee:**

Faculty/Department:

Address of Nominee:

*street*

*city*

*province/state*

*country*

*postal code/zip code*

*telephone*

*email address*

**Degrees held by the Nominee, including name of the university awarding each degree:**

Degree	Institution	Date

**Other Honours and Titles held by the Nominee:**

## LETTERS OF SUPPORT

**Names of two persons supplying Letters of Support for the nomination (attach Letters of Support):**

	Person A	Person B
Name:		
Position:		
Department:		
Institution:		

## EXTERNAL REFEREES

**Names of three external referees who are outstanding scholars in the field of the Nominee and who could evaluate the Nominee:**

	Person A	Person B	Person C
Name:			
Position:			
Address:			
Phone No.:			

## NOMINATOR INFORMATION

**Name of Nominator:**

Faculty/Department:

Address of Nominator:

*street*

*city*

*province/state*

*country*

*postal code/zip code*

*telephone*

*email address*

## DOCUMENT CHECKLIST

### **Nominations submitted without the following documents will be returned to the Nominator:**

A letter from the Nominator describing reasons for nominating the Nominee, including a short description of the Nominee's outstanding distinction in research, scholarship, or creative professional activity; significant record in teaching; and standing in his/her field. *(See page 4 for more information about criteria.)*

Letters of Support (no more than two). *(Note: letter of nomination and/or letters of support may be shared with the Office of the Vice-President (External) to assist in preparation of citations.)*

Nominee's abridged curriculum vitae containing details such as education, field of endeavour, a short description of publications.

A short biographical summary (max. 200 words). *(See page 5 for more information about citations.)*

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### **Notice Regarding Collection, Use, and Disclosure of Personal Information by the University**

Your personal information is being collected under the authority of *The University of Manitoba Act*. The information you provide will be used by the University for the purpose of verifying your eligibility to nominate a candidate, and for communicating with you regarding this nomination. Information regarding nominations and awards may be made public. Your personal information will not be used or disclosed for other purposes, unless permitted by *The Freedom of Information and Protection of Privacy Act* (FIPPA). If you have any questions about the collection of your personal information, contact the Access & Privacy Office (tel. 204-474-9462), 233 Elizabeth Dafoe Library, University of Manitoba, Winnipeg, MB, R3T 2N2.

### **NOMINATIONS MUST BE SUBMITTED NO LATER THAN OCTOBER 15**

### **NOMINATIONS MAY BE SUBMITTED BY CLICKING ON THE "SUBMIT" BUTTON BELOW**

#### **OR BY SENDING TO:**

Distinguished Professors Selection Committee  
c/o Office of the University Secretary  
The University of Manitoba  
312 Administration Building  
Winnipeg, MB R3T 2N2

#### **INQUIRIES SHOULD BE DIRECTED TO:**

Ms. Shelley Foster  
Associate University Secretary (Board of Governors)  
Telephone: 204-474-6165  
Email: [shelley.foster@umanitoba.ca](mailto:shelley.foster@umanitoba.ca)

## **Distinguished Professor Information**

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### **Purpose**

Distinguished Professors are appointed by the Board of Governors on the recommendation of the Distinguished Professors Selection Committee. The title, Distinguished Professor, is conferred on academic staff members who have demonstrated outstanding distinction in research, scholarship, creative endeavours, professional service and teaching.

### **Eligibility**

All active members of the academic staff of the University of Manitoba holding full-time appointments are eligible for nomination. Up to three people may receive the honour each year, and not more than twenty-five professors may hold the title at one time.

### **Criteria**

The following general criteria are used as a basis for evaluating nominations:

- a) outstanding distinction in research or scholarship or, for nominations from units such as Fine Arts and Music, in creative professional activity;
- b) a significant record in teaching;
- c) some indication of the Nominee's standing in his/her field, not only from a national perspective but also from an international perspective.

### **Process**

The Distinguished Professors Selection Committee considers nominations, letters of support, and evaluations from referees, and makes recommendations to the Board of Governors on appropriate candidates for the title. The committee is comprised of five members representing the health sciences, humanities, natural sciences, and social sciences, plus a distinguished scholar from any discipline, and is chaired by the President.

The list of individuals who hold the title of Distinguished Professor can be found at:

<http://umanitoba.ca/admin/governance/879.html>

The list of individuals who hold the title of Distinguished Professor Emeritus/Emerita can be found at:

<http://umanitoba.ca/admin/governance/1241.html>

Information respecting nominating candidates for the title of Distinguished Professor can be found in the Governing Documents, University Community:

[http://umanitoba.ca/admin/governance/governing\\_documents/community/263.html](http://umanitoba.ca/admin/governance/governing_documents/community/263.html)

## **Citations**

The citation is a statement of the significance of the candidate's work as prepared by one of the nominators. It is intended to state very briefly why a candidate should be elected, and is essentially a summary of the nomination. The citation should establish that the candidate has achieved such distinction as described in the relevant policies. Those preparing citations are asked to respect the limitation of length of 200 words. The citation should concentrate on the candidate's original contributions to research and scholarship and service.

The citation should be as readable as possible while sufficiently detailed in content to allow those considering the nominations to make a confident assessment of the candidate's work for voting purposes. When a candidate is selected by the Distinguished Professors Selection Committee, the citation is the only document that will be circulated to the Board of Governors to assist in the voting. If a nominee is approved, the citation may be used to inform and assist in the preparation of an official citation for all related publications. The citation is therefore an important document which should be carefully written and should contain as much useful information as possible.

To view examples of citations, please click [HERE](#)