

**UNIVERSITY OF MANITOBA
Nomination Form: Distinguished Professor**

Nominations Submitted Without the Required Documents Will Be Returned to the Nominator. Please Ensure That All Relevant Documentation Is Provided.

1. Name/Title of NOMINEE**:

Department/Faculty of NOMINEE:

Home Address of NOMINEE:

Street	City	Prov./State
Country	Postal/Zip Code	Telephone

**Nominee must be an active member of the academic staff of the University of Manitoba holding a full-time appointment.

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

Degree	Institution	Date	Degree	Institution	Date

3. Other Honours and Titles held by the Nominee:

4. Attach Nominee's curriculum vitae containing details such as: education; field of endeavor; and a short description of publications.

5. Attach reasons for nominating the Nominee, with reference to the following criteria:

- (a) outstanding distinction in research and scholarship or, for nominations from units such as Fine Arts and Music, in creative professional activity;
- (b) a significant record in teaching.

Some indication of the Nominee's standing in his/her field is also requested. This should be addressed not only from a national perspective but also from an international perspective. An additional sheet may be attached if required.

6. Attach a 200 word citation which will form the basis of the citation at Convocation should the nominee be chosen as a Distinguished Professor.

A 200 word citation which must outline:

- background (department, etc.)
- years of service
- special accomplishments for which the nominee is being put forward.

The citation is a statement of the significance of the candidates'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 distinguished professor policy. 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.

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

The citation should be as readable as possible while sufficiently technical 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 help them in their voting. If a nominee is approved, the citation, or a condensed version of it, will be used for convocation and all related publications. The original citation is also the basis for the oral citation given at convocation. The citation is therefore an important document which should be carefully written and should contain as much useful information as possible.

7. Name/Title of Nominator:

Department/Faculty of Nominator:

Address of Nominator:

Street	City	Prov/State
Country	Postal/Zip Code	Telephone

8. Names of two persons supplying Letters of Support for the Nomination (Attach Letters of Support):

Persons Supplying Letters of Support	(A)	(B)
Name:		
Position:		
Department:		
Institution:		

9. List 3 external referees who are outstanding scholars in the field of the Nominee and who could evaluate the Nominee. [Referees should not be closely associated with the Nominee (eg. co-investigator; former Ph.D. student of the Nominee). Please note that: (1) these suggested referees might not be contacted by the Committee; and (2) the Committee may also consult with other referees.]

External Referees	(A)	(B)	(C)
Name:			
Position:			
Address: (include street address, city, prov./state, country, postal/zip code)			
Telephone No.:			
Email:			

NOMINATIONS MUST BE SUBMITTED NO LATER THAN OCTOBER 15:

TO:

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

ANY INQUIRIES SHOULD BE DIRECTED TO:

**Governance Specialist
Office of the University Secretary
Telephone: (204) 474-6165**

Additional information respecting nominating candidates for Distinguished Professor can be found in the Governing Documents Section, University Community, “Distinguished Professor/ Distinguished Professor Emeritus/Emerita”:

http://www.umanitoba.ca/admin/governance/governing_documents/community/263.htm

Relevant portions of the Policy are noted below:

- The Board of Governors has approved the establishment of the title “Distinguished Professor” to recognize outstanding members of the academic staff. Only three titles may be conferred each year, and the maximum number of distinguished professors at any one time is twenty.**

2. **A five member selection committee has been named to make recommendations to the Board of Governors on appropriate candidates for the title. Members of the committee represent the health sciences, humanities, natural sciences, and social sciences, plus one other distinguished scholar.**
3. **The terms of reference of the Distinguished Professors Selection Committee are:**
 - (a) **to consider nominations and letters of support, and evaluations from referees chosen by the Distinguished Professors Selection Committee;**
 - (b) **to use the following general criteria as a basis for evaluating nominations:**
 - (i) **outstanding distinction in research and scholarship or, for nominations from units such as Fine Arts and Music, in creative professional activity;**
 - (ii) **a significant record in teaching;**
 - (c) **to recommend to the Board no more than three candidates a year for the title of Distinguished Professor;**
 - (d) **to establish its own procedures.**
4. **All active members of the academic staff of the University of Manitoba holding full-time appointments are eligible for nomination.**

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

<http://www.umanitoba.ca/admin/governance/879.htm>