

## *Faculty of Arts Outstanding Professor Award*

# Information for Nominators and Nominees

### Soliciting Nominations

The Dean's Office solicits nominations for the Outstanding Professor Award annually from unit Heads, colleagues, and students registered in Faculty of Arts courses. Nominations can be submitted anytime during an academic year, however award decisions in any given year will be selected from nominations received on or before April 30.

### Requirements for Nomination

The Outstanding Professor Award is considered a career award, meaning the lifetime of teaching, service and research will be considered. Nominees must be tenured faculty and will hold the rank of Professor or Associate Professor at the time of nomination. Nominees will hold a minimum of seven years of experience since their previous promotion at the date of their nomination. Nominees will demonstrate outstanding teaching across a range of levels, will have an established record of excellence in research, and will have an exemplary record of service to the Faculty, the University and to their professional affiliations. Individuals will only be eligible to receive this award once during their tenure at the University of Manitoba.

Nomination packages will include: the Outstanding Professor Award nomination form completed by the nominator; three additional letters of support--one of which must be from a current or former student of the nominee; one of which must be the nominee's unit head (if they are not the nominator); and one must be from a full-time faculty member.

Letters of nomination must include the professor's name, department, the capacity in which the student/colleague knows the nominee, and the reasons for the nomination, including explicit exemplars, where possible (please use the accompanying nomination form). NOTE: A student's nomination should be submitted first to the nominee's department or unit head, who will assess the nominee's eligibility. After verifying the nominee's eligibility, the Dean's Office will notify eligible nominees in writing and request each nominee to submit a detailed CV, teaching dossier, research dossier, and a service dossier.

### Selecting the Award Recipient

After the Dean's Office has received materials supporting each nominee, the Dean (or designate) as Chair of the Outstanding Professor Award Committee will adjudicate the nominations for the Award. No more than one award recipient will be selected in any given year. The selection will occur before June 30 of each academic year and the Chair will inform the recipient in writing.

### Recognizing the Award Recipient

The Award recipient will receive a certificate of recognition and a cash prize of \$1,500. In addition, the recipient's name will be added to the Wall of Recognition, located in the main hallway of the Fletcher Argue Building. The Dean of Arts will write to the Award recipient to invite them to other Faculty or University wide events, such as Homecoming, where s/he will be recognized publicly. The name of the Award recipient will also be included in the October University convocation program—under Awards Recipients—in the same calendar year in which the Award is made.