



## **2023 Deadline:**

**March 20, 2023**

## **General Instructions:**

1. An eligible Hall of Fame nomination is composed of **four (4)** parts:
  - A completed and signed nominee form
  - A completed and signed nominator form
  - A narrative justification no more than one (1) page in length
  - A minimum of one (1) letter of support from someone other than the nominator
2. To be eligible for the University of Alberta Museums' Curator Hall of Fame, a nominee must meet **all** of the following criteria:
  - Have given a minimum of five (5) years of service in the role as Designated Curator of one of the registered University of Alberta Museums collections.
  - Have demonstrated long-term dedication, passion and commitment to the museum collection and to the University of Alberta Museums.
  - Have undertaken and completed a special task or project that has had a significant impact on the operations, programs or services of one or more of the University of Alberta Museums' collections—please explain the nature of this task in the narrative justification.
3. Curator Hall of Fame nominations can be made by current University of Alberta Museums curators and collections staff; staff of the University of Alberta Museums unit; and Chairs and Deans of departments and faculties with museum collections.
4. Posthumous nominations will be accepted.
5. One person may be inducted into the Curator Hall of Fame annually.
6. Nominations will be adjudicated by the University of Alberta Museums' Award Committee, consisting of the Director of the University of Alberta Museums unit, the Chair of the Policy and Planning Committee, and the Chair of the Curators' Committee. In the event that the latter two are one and the same person, an additional Curator from the Policy and Planning Committee will be invited to sit on the adjudicating committee.
7. Please note that incomplete nominations will be considered ineligible.

## Part 1: Nominee Information

**(PLEASE PRINT CLEARLY OR TYPE)**

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Mailing Address: (home or campus) \_\_\_\_\_

City/Town: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone (daytime): \_\_\_\_\_ E-mail: \_\_\_\_\_

Collection curated by nominee: \_\_\_\_\_

Years that collection was curated by nominee: \_\_\_\_\_

**The Nominee must sign and agree to the following:**

I have reviewed the nomination form and all attachments and agree to submit my name, contact information and details concerning my curatorial activities for the University of Alberta Museums to the University of Alberta Museums' Award Committee.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Information gathered via this form will be shared only with the University of Alberta Museums unit and members of the University of Alberta Museums' Awards Committee for the purpose of determining a suitable award winner. The personal information on this form is collected under the authority of Section 33(c) of the Alberta Freedom of Information and Protection of Privacy Act and will be used solely for the purpose stated above. Questions regarding the collection or the use of this information should be addressed to the Communications and Marketing Manager, University of Alberta Museums unit, 3-20 Rutherford South, University of Alberta, T6G 2J4 (Phone: 780.492.5834).

## Part 2: Nominator Information

**(PLEASE PRINT CLEARLY OR TYPE)**

First Name: \_\_\_\_\_

Last Name: \_\_\_\_\_

Position/Title: \_\_\_\_\_

Collection/Museum/Department (any and all that are relevant):

\_\_\_\_\_

Campus Address: \_\_\_\_\_

Telephone (daytime): \_\_\_\_\_ E-mail: \_\_\_\_\_

**The Nominator must sign and agree to the following:**

I have reviewed the nomination form and all attachments, and agree to submit my name, contact information and narrative justification to the University of Alberta Museums' Awards Committee.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Information gathered via this form will be shared only with the University of Alberta Museums unit and members of the University of Alberta Museums' Awards Committee for the purpose of determining a suitable award winner. The personal information on this form is collected under the authority of Section 33(c) of the Alberta Freedom of Information and Protection of Privacy Act and will be used solely for the purpose stated above. Questions regarding the collection or the use of this information should be addressed to the Communications and Marketing Manager, University of Alberta Museums unit, 3-20 Rutherford South, University of Alberta, T6G 2J4 (Phone: 780.492.5834).

## Part 3: Narrative Justification for the Nominee\*

The narrative justification must:

- state the nominee's name and the University of Alberta Museums collection(s) in which the nominee has made his/her contributions as Curator;
- describe how the nominee demonstrated commitment and/or innovation in his/her approach to meeting the operational, programming or service needs of the specified collection(s);
- describe one or more special tasks or projects undertaken by the nominee that have had a significant impact on the operations, programs or services of one or more of the University of Alberta Museums' collections;
- include information on how the nominee has contributed to the University of Alberta Museums as a whole through service, committees, projects or tasks; and
- provide any additional background or contextual information about the nominee that may strengthen the Curator Hall of Fame nomination.

## Part 4: Letter of Support\*

The University of Alberta Museums' Curator Hall of Fame nomination must also include a minimum of **one (1)** letter of support. The letter(s) of support must be written by:

- someone other than the nominator
- someone who has knowledge of the nominee's University of Alberta Museums contributions and curatorial activities

**\* Excerpts from the narrative justification and letter(s) of support may be used in the creation of a panel for the Curator Hall of Fame, currently housed in the University of Alberta Museums unit office on the third floor of Rutherford South.**

**For additional information, please contact:**

Jill Horbay, Communications and Marketing Manager  
Telephone: 780.492.3802 E-mail: horbay@ualberta.ca

**Submit the complete nomination electronically by March 20, 2023 to museums@ualberta.ca:**

Attention: Jill Horbay

Subject Line: Curator Hall of Fame: [Name of Curator] Nomination Form