

KILLAM ANNUAL PROFESSORSHIPS

Terms of reference and application process

The Killam Annual Professorships were established in July 1991 to suitably acknowledge the generous Izaak Walton and Dorothy Killam bequest at the University of Alberta. The award is granted to faculty members based on the quality of their scholarly activities such as teaching, research, publications, creative activities, presented papers, supervision of graduate and undergraduate students, as well as substantial contributions to the community outside the university.

A maximum of eight Killam Annual Professorships are awarded annually for the period from July 1 to June 30. The prizes are funded from the Killam General Endowment.

Killam Annual Professor duties are no different from those faculty members already perform. Professorships are open to new and junior staff members as well as established academics.

Eligibility

There are two main criteria:

1. **Primary:** A record of outstanding scholarship and teaching over three or more years as evidenced by any or all of the following: research, publications, creative activities, presented papers, graduate and undergraduate student supervision, and courses taught.
2. **Secondary:** A record of substantial contributions to the community outside the university, above and beyond what is usually expected of a professor, as evidenced by community involvement normally directly linked to the applicant's University responsibilities and activities.

Other forms of community involvement will be considered, especially, but not exclusively, where the applicant's discipline(s) does not readily lend itself to professors making community contributions and also where the university's reputation is clearly enhanced by the applicant's contributions.

All regular, continuing, full-time academic faculty members not on leave during the period of the award shall be eligible, with the following conditions:

- No more than two Killam Annual Professorships will be awarded to faculty members in any one faculty in any given year.
- No more than one Killam Annual Professorship will be awarded to any one person.
- Deans, departments chairs and other senior University of Alberta administrators with personnel responsibilities are not normally eligible (associate/vice deans and department associate chairs are eligible providing they do not have personnel responsibilities).

Selection Process

The Office of the Vice President (Research and Innovation) [OVPRI] will review the candidate pool. If the pool is not deemed to represent the diversity of the research community at the University of Alberta, the OVPRI may choose not to make an award in that year or seek additional nominations of excellent candidates from equity deserving groups.

A subcommittee of the Killam Trusts Committee appointed by the Vice-President (Research and Innovation) selects the Killam Annual Professors. Subcommittee members include the following:

- Chair, Vice-President (Research and Innovation) or designate (AVPR)
- Provost and Vice-President (Academic) or designate
- Five or more other members (professors or professors emeriti, usually previous Killam Annual Professors, chosen by the Vice-President (Research and Innovation), for their scholarly reputation as well as for committee composition in terms of interdisciplinary, career stage and representation of equity-deserving groups)

This subcommittee will review the applications and select up to eight recipients for the award. Those selected as Killam Annual Professors will be asked to confirm in writing that they accept the award before the awardees are announced. The recipients' names will then be forwarded to the Killam Trustees for endorsement.

The selection subcommittee will ensure, by making selections, that the University's commitment to "Build a diverse, inclusive community of exceptional students, faculty, and staff from Alberta, Canada, and the world" (For the Public Good) is upheld.

The Office of the Vice-President (Research and Innovation) will ensure that the Killam Annual Professorships are given appropriate publicity by:

- Sending annual letter to deans requesting they and their faculty evaluation committees encourage suitable faculty members to apply.
- Announcing recipients of the Killam Annual Professorships by the end of May each year
- Posting news articles on UAlberta website in the months during which the awards are held.

Killam Annual Professors will receive their awards at the annual Killam Celebration Luncheon held each fall.

Application process

1. Submit complete application form (all pages).
2. Submit an application cover letter (maximum 2 pages).
3. Submit current and complete curriculum vitae, including a list of publications and research grants/contracts awarded.
 - In the sections on graduate and undergraduate supervision, it would help the subcommittee if you indicate which students you have supervised directly.
 - If you have not directly supervised a considerable number of students, you may wish to identify students for whom you have served as a member of a supervisory committee. Where possible, please indicate positions obtained by students whom you have directly supervised.

4. Submit four individual letters of support, each no longer than two pages. **The subcommittee will not consider letters more than two pages.** Applicants are encouraged to have one letter from each of the categories below.
 - i. Letter from prominent colleague (external to University of Alberta) addressing applicant's research contributions.
 - ii. Letter from prominent colleague (internal or external to University of Alberta) addressing applicant's contributions to teaching and student supervision.
 - iii. Letter of support from one appropriate person (external to University of Alberta) confirming applicant's substantial contribution to community beyond the University.
 - iv. Letter of support from applicant's department chair, or dean in the case of non-departmentalized faculties. The letter should provide evaluative remarks, as appropriate, and brief comments on each of the following five areas:
 - a. contributions to research and scholarship
 - b. teaching and supervision of undergraduate students
 - c. teaching and supervision of graduate students
 - d. contributions to the community
 - e. how the candidate's teaching, research, and community engagement contributes to equity, diversity, and inclusivity

Letters of support will be received and maintained in confidence by the University of Alberta, except under limited and specific circumstances. Please request to have letters of support emailed directly to:

Leslie Parsad
Administrative Assistant
Office of the Vice-President (Research and Innovation)
University of Alberta
2-51 South Academic Building (SAB)
Edmonton, Alberta, Canada T6G 2J9
parsad@ualberta.ca

Deadline

Complete application (application form, Cover Letter, CV) and four letters of support are to be submitted to Leslie Parsad at parsad@ualberta.ca by **4:30 p.m. on 16 April 2021**. Incomplete applications will be deemed ineligible and not considered for the award.

Records from this competition will be managed in accordance with the Alberta Freedom of Information and Protection of Privacy Act.