

Curators' Distinguished Professor **Emeritus** Nomination Checklist

Check List for:

Home Address:

Email Address:

In order to prevent submission of notebooks (i.e. volumes of material) which are not necessary and may actually slow the nomination process the checklist below has been provided to assist you in the compilation of curators' professor emeritus nomination packets.

Good Standing Verification

Does this nominee uphold the values of the University of Missouri to behave in a manner compatible with the University's function as an educational institution?

Has university disciplinary action ever been taken against this nominee?

Required Materials (in order)

Executive Summary (refer to example for format)

Recommendation from the Chancellor that includes **(Provost Office will obtain)**:

- a. Nomination Title
 - i. (e.g. Curators' Distinguished Professor Emeritus/Emerita, Curators' Distinguished Teaching Professor Emeritus/Emerita)
- b. Preferred Pronoun for Emeritus/Emerita designation
- c. Effective Date

Support Letter from the Provost **(Provost Office will obtain)**

Support Letter from the Dean/Director of the School/College

Nominee's Curriculum Vita (CV)

Optional Materials

Additional internal letters of support

For UM System Review

General Counsel

Office of Academic Affairs