Messenger and University Lectures
Guidelines for Nominations

DUE: March 1, 2023 followed by full dossier April 21, 2023

Messenger and University Lecturers are selected by the University Lectures Committee which is composed of faculty and students. A full description of standard funding policies for expenses and honoraria is available on the University Faculty webpage.

The Committee welcomes applications, initiated by faculty and by students, and encourages nominations of minorities and women.

The nomination process begins with an intent to nominate email sent to deanoffaculty@cornell.edu by March 1, 2023. This email would include a descriptive nomination paragraph and include a CV if available or a link to a website for the nominated individual. The nominator will receive a response email with feedback regarding the nomination.

If the feedback received indicates that a full nomination should be submitted, the full nomination must include the following information:

- the projected date
- the title of the prospective lecture accompanied by, if possible, a brief abstract
- a resume, as well as a capsule biography of the speaker
- strong evidence of interdisciplinary appeal
- letters from faculty or student colleagues in departments other than those of the principal sponsor that address the appeal, in their own fields, of the prospective speaker and of the proposed topic.
  - 3 supporting letters for University Lecture nominations
  - 6 supporting letters for Messenger nominations

Co-Sponsorship
The Committee will contribute to conferences and colloquia. It will favor events that are likely to provide the Cornell community with ample access to the participants. In addition to the same information required of nominations for University Lecturers, requests must include:

- an estimate of expenses
- a complete budget (including amounts other sponsors have agreed to commit)
- the precise amount of funding requested
- a description of occasions that provide access to the participants (if such occasions are part of the proposal).

All lectures and co-sponsored events supported by the University Lectures Committee must be open to the public without charge.

Deadlines for Submissions - approvals are for future or virtual events up to two years
November – Intent to nominate emails due Oct. 1, 2023, full nominations are due Nov 6, 2023
April – Intent to nominate emails due Mar. 1, 2023, full nominations are due April 21, 2023

Please send nominations as a single PDF to Jill Short (jms31@cornell.edu).