



**Manhattan College  
Alumni Society  
Athletic Hall Of Fame**

***Nomination Kit***

# Manhattan College

## Athletic Hall of Fame Nominations



The Manhattan College Athletic Hall of Fame was created to honor those who have made significant contributions to the College through the field of athletics. The Hall of Fame is sponsored by the Manhattan College Alumni Society. Nominations to the Athletic Hall of Fame may be made by anyone. The Alumni Office and Athletic Department will attempt to assist those making nominations by allowing access to athletic department records and the Manhattan College archives to enable the nominator to complete the autobiography.

All nominations must be received by the prescribed deadline. No nominations will be accepted after this date. Please provide two legible copies of your nomination packet for submission to the Committee or make your submission online at [manhattan.edu/halloffame](http://manhattan.edu/halloffame). Please see Nomination Guidelines below.

The selection meeting of the Athletic Hall of Fame Committee will take place as outlined by the chairperson of the committee.

### *Who is Eligible?*

Membership in the Athletic Hall of Fame is gained through election by the Hall of Fame Committee and is open to individuals who fall under one or more of the following non-exclusive categories:

- A) An alumnus or alumna (hereinafter “alumnus”) who, as an academically qualified student, participated in the College’s athletic program and whose class received a degree at least ten (10) or more years prior to his or her candidacy.
- B) Athletic directors, coaches and athletic staff preferably those with at least five (5) and ideally ten (10) years of service to the College.
- C) Friends and alumni of the College who have regularly enhanced interest in, and the success of, Manhattan College athletics as reflected by their career body of work.

## *Nomination Guidelines*

1. Using the accompanying Application Form or the online nomination form, a succinct biographical profile should be submitted to the Alumni Relations Office prior to the deadline. This profile should be concise and contain only as much pertinent information about the nominee's athletic contribution as warranted without resorting to repetition. For example, there is no need to attach multiple clippings documenting the same individual accomplishment and full pages should not be copied if only a small mention is made, i.e. please cut and paste only relevant blurbs from an entire sheet of paper so as to save space. The length of the nomination packet does not always equate to the strongest nomination! *The completed nomination packet should not exceed 20 pages.* In certain cases, the Alumni Relations office may take liberties to shorten packets if deemed excessive.
2. The person making the nomination should personally present each nominee's credentials to the Hall of Fame Committee. Nominator's presentations are expected to adhere to a five minute time limit. Other individuals may then make brief supporting statements and include up to an additional five minutes worth of discussion. A copy of the nominee's application will be distributed to all members of the Hall of Fame Committee prior to this meeting.
3. The selection of inductees will take place after sufficient discussion has taken place at the behest of the chairperson. At the conclusion of these statements, committee members will select current year's inductees by closed ballot.
4. Up to Eight (8) candidates with the highest vote totals can be inducted into the Hall of Fame that winter. Three (3) candidates with the next highest totals will automatically be re-nominated the following year. There is no limitation as to the number of times a person may be nominated.

If you have any questions regarding the nomination and selection process for the Manhattan College Hall of Fame, please feel free to contact Joe Ryan '81, Athletic Hall of Fame Committee Chairperson, at [joseph.ryan@manhattan.edu](mailto:joseph.ryan@manhattan.edu).

Manhattan College Alumni Relations

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Ph: (718) 862-7432 | Fax: (718) 862-8021 | [alumni@manhattan.edu](mailto:alumni@manhattan.edu) | [manhattan.edu/alumni](http://manhattan.edu/alumni)

Dear Hall of Fame Candidate Sponsor,

The time is here once again to begin the process of inducting nominees into Manhattan College's Hall of Fame. As you are well aware, a great deal of research and collection of materials are needed for this endeavor. I would like to tell you about some of the research options available to you at the College.

The Manhattan College Archives houses all the records of the Athletics Department. These records comprise each and every sport from its inception to the present and include such materials as media guides, statistics, game/meet results, scorebooks, game programs, clippings and press releases, MAAC materials, rosters, etc. The Archives also has photographs, video tapes and scrapbooks pertaining to most sports.

Additionally, we have all issues of the *Quadrangle*, *Jasper Journal*, *Manhattan College Newsletter*, *Manhattanite* and other significant College publications.

Finally, the College subscribes to the online *New York Times* historical database. This database contains all searchable full-text articles from 1851-1999. Many of the Manhattan College athletic games, especially earlier games, were covered in this journal. This database can be accessed off-campus using your Manhattan College email account or barcode, otherwise you are welcome to use this catalog here on campus in the library, or specifically in the Archives. I can also show you how to use it.

You are welcome to come in and perform your research using all these resources. The research should be performed by *you* and not the Archivist. The Archivist can assist you by providing materials and finding additional resources. You must make an appointment and come to the Archives in order to perform your research. The Archives are located in O'Malley Library on the campus and are open Monday-Friday from 8:00am until 3pm. You must call ahead at (718) 862-7139 or email amy.surak@manhattan.edu and make an appointment to perform your research.

If you would like any further information, please do not hesitate to call or email.

Sincerely,

Amy Surak  
Archivist



# MANHATTAN COLLEGE

## Athletic Hall of Fame Application

### Candidate Information:

Name \_\_\_\_\_ Graduation Year (MC) \_\_\_\_\_

Sport(s) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone 1 \_\_\_\_\_ Phone 2 \_\_\_\_\_

E-mail \_\_\_\_\_

Deceased

Living

### Sponsor Information:

Name \_\_\_\_\_ Graduation Year (MC) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone 1 \_\_\_\_\_ Phone 2 \_\_\_\_\_

E-mail \_\_\_\_\_

Names and addresses of people who coached or played with this individual:

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Does this individual's family have any information about his/her achievements? If so, please provide names and addresses.

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