

**University of Arkansas Academic Council  
National Academic Advising Association (NACADA) Advising Award**

**Categories (one recipient selected from each)**

**Academic Advising Award – Primary Role**

Individuals whose primary role at the institution is the direct delivery of academic advising services to students. This includes full-time academic advisors and directors or coordinators of advising in a college.

**Faculty Academic Advising Award**

Individuals whose primary responsibility is teaching and/or research and who spend a portion of their time providing academic advising services to students.

**Criteria**

- Frequent contact with and availability to advisees, faculty, and staff
- Strong interpersonal skills with a caring, helpful attitude toward advisees, faculty, and staff
- Supportive advising practices that build strong relationships with advisees
- Mastery of institutional regulations, policies, and procedures
- Engage in, promote, and support developmental advising
- Appropriate referrals to campus and community resources with evidence of use and dissemination of suitable information sources
- Evidence of student success (such as guiding students toward educational goals and graduation) and monitoring of student progress toward academic and career goals
- Participation in and support of advisor development programs
- Colleagues' perceptions of nominee's advising and/or administration skills and promotion of the profession
- Ongoing partnership with students grounded in teaching and learning

**Document Items**

Nominations must contain adequate factual or narrative material describing the extent to which an individual meets the criteria and may include a combination of objective data and anecdotal evidence to support the nomination.

**Compile the following document items in separate files/packets:**

- File #1: Primary Nomination Materials
  - Letter of Nomination (Summary of Qualifications) - summarize the extent to which the nominee meets the award criteria, citing letters of support, data, or other materials illustrative of exemplary performance in their academic advisory role
  - Nominee resume or CV – limit entries to material that pertains directly to academic advising
  - Personal statement or philosophy of advising
- File #2: Appendices of Supporting Documents (limit 40 pages):
  - Representative materials developed by the nominee
  - Letters of support from advisees, colleagues, and administrators
  - Other pertinent information from nominee
- Nomination Form - signed by the nominee and the nominator (person submitting packet)

**Submissions**

- Address letter salutation to **NACADA Awards Selection Committee**
- Indicate category:
  - NACADA Academic Advising Award – Primary Role or
  - NACADA Faculty Academic Advising Award
- Compile documents in two separate files (File #1 and File #2), and complete nomination form
- Submit separate files and nomination form to [jblanke@uark.edu](mailto:jblanke@uark.edu) by 5:00pm, Wednesday, February 22, 2017

**Deadline: Wednesday, February 22, 2017**