

**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 sxb028@uark.edu by 5:00pm, Tuesday, March 13, 2018

Deadline: Tuesday, March 13, 2018