

Call for Nominations
2018-2019 Undergraduate Academic Advising Awards
North Carolina State University
Division of Academic and Student Affairs (DASA)

To honor exemplary *undergraduate* academic advising at NC State University, we will be awarding five Outstanding Advising Awards in the following categories:

Barbara Soloman Advising Award (Primary Role Academic Advisor)

In recognition of Barbara Soloman's tireless contributions over many years of service to NC State students, this award recognizes a primary role advisor who exhibits an outstanding commitment to advising and advocacy, as well as has gone above and beyond to foster student success. Nominees must spend at least 50% of their time on direct delivery of advising to students and have 5 years (calendar years) or more of academic advising experience, specifically *at N.C. State*. (Note: For the 2018-19 award cycle, nominees must have been advising at NC State before January 1, 2014.)

****New Advisor Award (Primary Role Academic Advisor)**

This award recognizes a primary role academic advisor who has shown exemplary service but has 3 years or fewer years (calendar years) of academic advising experience. Nominees must spend at least 50% of their time on direct delivery of advising to students.

****New Advisor Award (Faculty Advisor)**

This award recognizes a faculty academic advisor who has shown exemplary service but has *3 or fewer years (calendar years) of advising experience. Nominees must spend at least 50% of their time on teaching / research, i.e. less than 50% of their time on direct delivery of advising to students.

****Note for both "New Advisor Awards":** NACADA sets the cutoff date for the Outstanding "New Advisor" Awards as 3 years subtracted from the Award Program Year. For example, this coming award program year is Jan. 2019, so a "new advisor" would be anyone with an advising role from January 1, 2016 to the present, including all academic advising experience, from NC State and/or other institutions of higher education.

Faculty Advisor Award

This award recognizes an individual whose primary responsibility is as a teaching/ researching faculty member but who spends a portion of their time providing academic advising services to students. The winner will have shown exemplary service and commitment to undergraduate students through his or her advising responsibilities. Nominees must spend at least 50% of their time on teaching / research and have more than 3 years (calendar years) of direct delivery of advising to students (Note: For the 2018-19 award cycle, nominees must have been advising since before January 1, 2016.)

Advising Administrator Award

This award is to recognize an administrator whose primary responsibility is overseeing an advising program. Nominees must have served in their advising administrator position at NC State for at least three years. The administrator can also advise students, but the majority of time must be in managing and directing. The winner will have shown an exemplary commitment to supporting advisors and to student success.

A Selection Committee with campus-wide representation will review nomination packets. An Awards Ceremony and Reception will be held in late January 2019 to recognize Advising Award nominees and to announce winners. Competitive NC State award winners' packets will be submitted to the National Academic Advising Association's Awards (NACADA) Selection process.

Previous winners are not eligible for nomination, unless they are being nominated for a new category of award (see Academic Advising Programs and Services website for a list of previous winners).

**Call for Nominations & Nomination Packet Requirements
2018-2019 Undergraduate Academic Advising Awards
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Initial Nomination Form, requiring attached “Advising Philosophy Personal Statement” (written by nominee), due Thursday, October 11, 2018 at 5pm. See 2018-19 Initial Nomination Form doc posted at <https://go.ncsu.edu/uaaa-nomination-form> for details.

***Final Nomination Packets deadline: Tues. Nov. 27, 2018 at 5pm. Requirements listed below.**

Final Nomination packets should include:

All nomination components submitted should be typed in 12 point font with 1 inch margins. Single spaced is acceptable.

- An advising resume/ vita, less than 4 pages (*NACADA instructs you to "limit entries to material that pertains directly to academic advising and/ or advising administration, presenting relevant information from your overall resume/vita". Be sure to include your current job with either a position description or list of job responsibilities*).
- Three to five (3-5) letters of support (no more than 1 page/ letter), giving concrete evidence of the award specific criteria for evaluation (see below):
 - including at least one letter from a student advisee for the Barbara Soloman Advising, New Advisor, New Faculty Advisor, and Faculty Advisor Awards
 - a supporting letter from the nominator for all awards
 - a supporting letter from supervisee(s) for the Advising Administrator award
- A summary of nominee’s qualifications framed by evaluation criteria (no more than 1.5 pages; can be written by nominee or by nominator – collaboration between both is recommended)

***Electronic submission of nomination materials is preferred. Please attach individual nomination components as separate MS Word or pdf files to one email** (Ex. For final nomination packet, Advising Resume can be submitted as a MS Word file, support letters can be scanned/ saved and combined as 1 pdf file and the Summary of Nominee’s Qualifications can be submitted as a MS Word file—all should be attached as separate files to the same email).

Please include the nominee’s name and award category in the email subject line.

Please direct all nomination packets and inquiries to:
Michelle Koehler
201-A University College Commons Bldg. CB 7925
michelle_koehler@ncsu.edu

Award specific criteria:

Barbara Soloman Advising, New Advisor, New Faculty Advisor, & Faculty Advisor awards:

- Nominee’s knowledge, use, and promotion of NC State’s policies to promote student success
- Nominee’s commitment to professional development
- Nominee’s commitment to improving advising practices on campus
- Nominee’s commitment to helping students:
 - Assess interests and abilities
 - Clarify educational and career goals
 - Make use of educational resources and services

Advising Administrator award:

- Nominee’s knowledge of advising literature and learning and development theory
- Nominee’s articulation of appropriate vision for advising program
- Nominee’s commitment to communicating advising issues on campus
- Nominee’s commitment to assessing advising practices and supporting program improvement