

UA PROGRAM FOR EXCELLENCE IN UNDERGRADUATE ACADEMIC ADVISING SPRING 2013

NOMINATION INSTRUCTIONS

Nomination Deadline: 5:00pm, February 8, 2013

PURPOSE:

The Academic Advising Task Force (AATF) recommended that the University should recognize the finest undergraduate academic advisors of the year with an award that should carry a substantial monetary stipend. Excellent academic advising contributes to the overall improvement of our educational environment. The acknowledgement of outstanding undergraduate academic advising encourages greater support of advising activities on campus, reinforces the importance of advising excellence, and provides incentives and motivation to improve the relationship between UA students, faculty, and staff.

AWARDS CATEGORIES:

- Faculty Advisor Awarded to a faculty member whose primary responsibility is teaching and who spends a portion of his/her time providing academic advising services to undergraduate students. The individual has demonstrated advising practices that are over and above assigned responsibilities and distinguish the nominee as an outstanding faculty advisor. (\$500)
- Professional Academic Advisor Awarded to an individual whose primary role is the direct delivery of advising services to undergraduate students and who has demonstrated practices that are over and above assigned responsibilities and distinguish the nominee as an outstanding academic advisor. Nominee must have more than 3 years of academic advising experience at the UA. (\$500)
- Emerging Professional Advisor Awarded to an individual whose primary responsibility is undergraduate academic advising and has demonstrated practices that are over and above assigned responsibilities and distinguish the nominee as an outstanding academic advisor. Nominee must have 3 years, or less, of total academic advising experience. (\$500)

ELIGIBILITY:

Any faculty or staff member within a college or department who serves as an academic advisor for undergraduate students is eligible. Academic advisors are distinguished from other student service professionals who also advise, counsel, and coach students, in that academic advisors are designated as the only individuals with institutional authority to review and authorize whether degree requirements have been satisfied. Past recipients of advising awards from the UA Program for Excellence in Undergraduate Academic Advising are not eligible.

According to the National Academic Advising Association (NACADA), distinguishing characteristics of an outstanding academic advisor may include:

1. Demonstration of a respectful, caring attitude towards advisees, faculty, and staff.
2. Mastery of institutional regulations, policies and procedures.
3. Ability to engage in, promote and support developmental advising.

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4. Reinforcement of student self-direction.
5. Support of student progress toward academic and career goals.
6. Active participation in and support of advisor development and training programs.
7. Contributions to, or enrichment of, the advising community.
8. Recognition of the changing nature of the university, college and student body environments and supportive of students in appropriate ways.
9. Sensitive to students' diverse needs, backgrounds and experiences.
10. Understanding of student concerns with an appreciation for the student point of view.
11. Recognition of campus-wide resources to refer students appropriately to assist them with their academic and career goals and personal needs.
12. Willingness to share advising skills and strategies with colleagues.
13. Collect and distribute data regarding student needs, preferences, and performance for making institutional decisions.

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ALL AWARD RECIPIENTS AND NOMINEES WILL BE RECOGNIZED AT AN ANNUAL ACADEMIC ADVISING RECOGNITION CEREMONY TO BE HELD IN APRIL.

**QUESTIONS REGARDING THE NOMINATION PROCESS CAN BE DIRECTED TO THE
ADVISING RESOURCE CENTER
SUMC 411, 626-8667
OR E-MAIL: ADVISING@EMAIL.ARIZONA.EDU**

Thank you for your nomination!



**UA PROGRAM FOR EXCELLENCE IN
UNDERGRADUATE ACADEMIC ADVISING
NOMINATION FORM**

SPRING 2013

ADVISOR NAME:

COLLEGE/DEPARTMENT:

PHONE:

E-MAIL:

YOUR NAME:

PHONE:

E-MAIL:

Please attach a supporting statement that describes how the nominee possesses the distinguishing characteristics of an outstanding academic advisor. The supporting statement should comment on as many of the characteristics listed in the nomination instructions as practical. It should also express relevant experience and why the nominee can be judged as *above and beyond* that which is normally expected of an academic advisor.

All eligible nominees will be notified of their nomination. They will be invited to submit an advising portfolio to be reviewed by the Selection Committee for consideration of one of the awards through the **UA PROGRAM FOR EXCELLENCE IN UNDERGRADUATE ACADEMIC ADVISING** Program. Additionally, UA award recipients' advising portfolios will be submitted to compete for national recognition through NACADA's Annual Awards Program.

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SUBMIT NOMINATIONS TO:

**ADVISING RESOURCE CENTER, STUDENT UNION MEMORIAL CENTER,
SUITE 411**

-OR-

E-MAIL: ADVISING@EMAIL.ARIZONA.EDU