

# Submitting Award Winning Advising Packets



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# Philosophy of Charles Schultz



1. Name the 5 wealthiest people in the world.
2. Name the last 5 Heisman trophy winners.
3. Name 10 people who have won the Nobel or Pulitzer Prize.
4. Name the last 6 Academy Award winners for best actor .
5. Name the last decade's worth of World Series winners.

## Philosophy of Charles Schultz, con't.

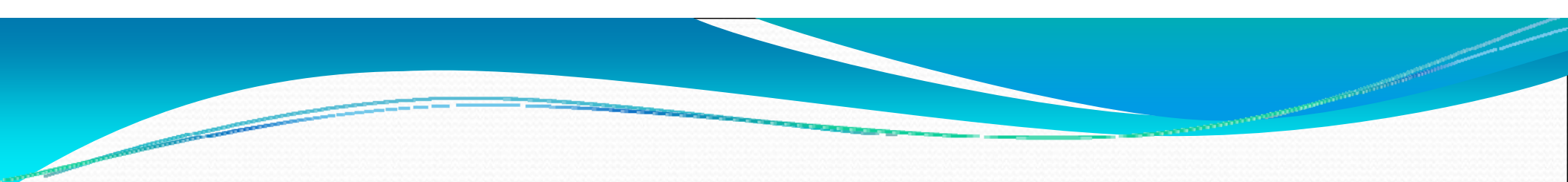
1. List a few teachers who aided your journey through school.
2. Name 3 friends who have helped you through a difficult time.
3. Name 5 people who have taught you something worthwhile.
4. Think of a few people who have made you feel appreciated and special.
5. Think of 5 people you enjoy spending time with.



The people who make a difference in your life are not the ones with the most credentials, the most money, or the most awards. They are the ones that care.

Charles Schultz





Academic Advising is “a process in which advisor and advisee enter a dynamic relationship respectful of the student’s concerns. Ideally, the advisor serves as **teacher** and guide in an interactive partnership aimed at enhancing the student’s self-awareness and fulfillment”

O’Banion (1994)



## Good advisors do not function in a prescriptive role

The advisor serves as:

- a facilitator of communication,
- a coordinator of learning experiences through course and career planning and academic progress review, and
- an agent of referral to other campus agencies as necessary.

Gordon (1988)

Excellent advisors partner with advisees, go the extra mile, and have a caring attitude.

“Academic Advising is the only structured service on campus in which all students have the opportunity for ongoing, one-to-one interaction with a concerned representative of the institution.”

Habley, 1996

Student Satisfaction + Student Success = Student Retention



# Developmental Academic Advising Model

Terry O'Banion's 1972 model is composed of sequential tasks.

- 1.The exploration of life goals.
- 2.The exploration of vocational/career goals.
- 3.The choice of program/major.
- 4.The choice of courses.
- 5.The scheduling of courses.







**Dr. Donald Downer (second from left) and Jamie Inmon receive congratulations from Atly Jefcoat (left) and President Charles Lee after being honored for academic advising. They are MSU's first Irvin Atly Jefcoat Excellence in Advising Award winners. Downer is a veteran biological sciences professor; Inmon, a longtime University Academic Advising Center advisor. The honor, which included \$5,000 stipends, is made possible by alumnus Hunter Henry and named for the current Henry Endowed Professor of Chemical Engineering.**

**Fall 2005**

# Submission Procedures

- Nomination form
- Summary of nominee's qualifications
- Nominee's resume or vita
- Nominee's personal statement of advising
- Appendices supporting nominee's qualifications
  - Representative materials developed by nominee
  - Letters of support from advisees, colleagues, and administrators



# Criteria

The Selection Committee will evaluate nominations on the evidence of qualities and practices that distinguish the nominee as an outstanding advisor.

Such evidence may include:

- Strong interpersonal skills
- Availability to advisees, faculty, or staff
- Frequency of contact with advisees
- Appropriate referral activity
- Use and dissemination of appropriate information sources
- Evidence of student success rate, by advisor or department

## Criteria, con't.

- Advisee or unit evaluations (summary data)
- Caring, helpful attitude toward advisees, faculty, and staff
- Meeting advisees in informal settings
- Participate/support of intrusive advising to build strong relationships w/advisees
- Monitoring of student progress toward academic and career goals
- Mastery of institutional regulations, policies, and procedures
- Ability to engage in, promote, and support developmental advising
- Participation in and support of advisor developmental programs
- Perception by colleagues of nominee's advising or advising administration skills



# Contents

Advising practices - what the advisor does that works well

Successful programs, statistics, evaluations, etc...

Focus on content quality, not quantity

All forms and environments of advising

Advising Log

Advising syllabus

Organize accomplishments systematically by importance

Why is this advisor such a valuable resource

Demonstrate growth, development, and retention activities

Include training, conference attendance, certifications, presentations, publications, etc...

Samples of student involvement inside and outside of class and appointments

# Timeline for advisor awards

	MSU	Regional	National
Solicit nominations	September	Mid Fall	After national conference, deadlines are posted on website
Deadline	October		
Selection	October		
Solicit additional letters and materials		October	October
Deadline		November	November
Prep time		Nov - January	Nov-February**
Dates due		End of January	Early March

\*\*Stay on the Regional timeline when possible



# TIPS

Include original documentation **prepared specifically for NACADA Awards Program**. Do not send materials intended for other awards.

Self-nominations are acceptable. Directors may nominate their own advising programs.

Nomination forms should be **typed** (or printed). Submit the **exact number** of sets. Staple the packet together. You should **not** use binders of any sort.

Submit only letters and/or materials that add substance to the nomination. **Quality** is appreciated more than quantity.

Track the package; NACADA will notify the nominator when the material is received.

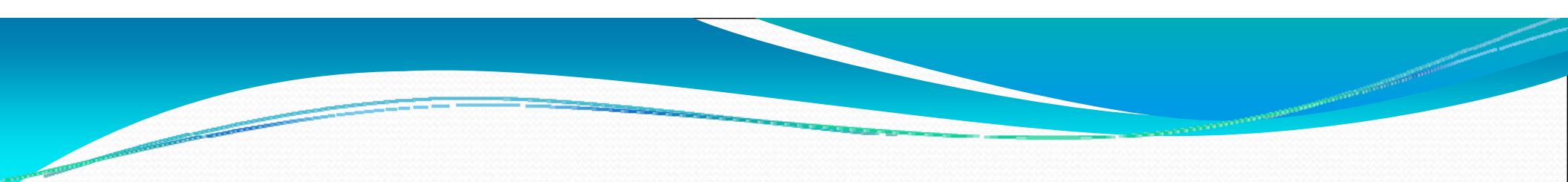
Use title pages to divide sections. Colored paper may be used.

<http://www.nacada.ksu.edu/Programs/Awards/AwardsCall.htm>

Successful nominations don't just happen. To create an advising awards program on your campus,, secure the support of your chief advising administrator. Advising administrators are responsible for advisor recognition and professional development.







“Good advising may be the single most underestimated characteristic of a successful college experience”

Richard Light, 2001

# Questions

