

## Utah State University

### Undergraduate Outstanding Professional Advisor of the Year

The Professional Advisor of the Year Award is given each year to recognize and emphasize excellence in academic advising. Other teaching and scholarly activities may become a consideration in the selection process, but the main emphasis will be on excellence in academic advising as judged by faculty, peers, and students.

The selection committee will consider as a nominee any USU Professional Academic Advisor who has not previously won this award within the past seven years. Anyone affiliated with the University (i.e., deans, dept heads, faculty, professional or classified employees, or students) may nominate a professional advisor to receive this award. Nomination forms should be sent to Stephanie Hamblin, UMC 0114. The winner will be recognized at the annual USU Robins Awards Banquet and receive a \$500 cash award.

#### Criteria

The selection committee will evaluate nominations based on the evidence of effective advising qualities and practices distinguishing the nominee as an outstanding academic advisor. Such evidence may include, but is not necessarily limited to the following:

- 1 Strong interpersonal skills.
- 2 Frequency of contact with advisees.
- 3 Availability to advisees, faculty, or staff.
- 4 Appropriate referral activity.
- 5 Use and dissemination of appropriate information sources.
- 6 Evidence of student success rate, by advisor or department.
- 7 Advisee or unit evaluations (summary data).
- 8 Caring, helpful attitude toward advisees, faculty, and staff.
- 9 Meeting advisees in informal settings.
- 10 Participation in and support of intrusive advising to build strong relationships with advisees.
- 11 Monitoring of student progress toward academic and career goals.
- 12 Mastery of institutional regulations, policies, and procedures.
- 13 Participation in and support of advisor development programs.
- 14 Perception by colleagues of nominee's advising skills.
- 15 Ability to engage in, promote, and support developmental advising.

**UTAH STATE UNIVERSITY**

**Nomination For Professional Advisor Of The Year Award**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

College/Department: \_\_\_\_\_

UMC: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_

E-mail: \_\_\_\_\_

**NOMINEE BACKGROUND**

Years as an academic advisor \_\_\_\_\_

Number of assigned advisees \_\_\_\_\_

Is academic advising the nominee's primary responsibility? Yes \_\_\_\_\_ No \_\_\_\_\_

If not, what proportion of the nominee's time is assigned to advising? \_\_\_\_\_

**LETTER FROM NOMINATOR**

Please attach your nomination letter to this form.

**NOMINATOR**

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

College/Department: \_\_\_\_\_

UMC: \_\_\_\_\_

Telephone: ( ) \_\_\_\_\_

E-mail: \_\_\_\_\_