



2020 Outstanding Established Academic Advisor Award

The Outstanding Established Advisor Award recognizes the accomplishments of an academic advisor who has been in the field for more than three years.

Award recipients will be notified in mid-September and will be honored at the Advisor Recognition and Awards Program on Thursday, September 24, 2020.

Please note that award recipient packets will be sent forward as nominations for the NACADA Region 5 Awards. Awardees will be guided through this process in the fall.

Nomination packets must include the following:

Contact Information

Name of nominee: _____

Department of nominee: _____

Years nominee has been at MSU: _____

Name of nominator: _____

Nominator's phone number: _____

Nominator's email: _____

Department of nominator: _____

Nomination Letter (*maximum 3 single-spaced pages*)

This letter is to be written by the nominator and should include factual or narrative material to describe how the individual has demonstrated qualities associated with outstanding academic advising. It should show, through specific examples, the impact they have had on students and the advising community (see attached "Guidance for Colleague/Supervisor Recommenders" and "NACADA Core Values" documents).

Letters of Support (*maximum 2 single-spaced pages each*)

Please provide two letters of support

- One letter from a student (see attached "Guidance for Student Recommenders" document)
- One letter from one of the following individuals: colleague, employee, or supervisor (see attached "Guidance for Colleague/Supervisor Recommenders" and "NACADA Core Values" documents).

Submission Instructions:

- Email one PDF copy of the nomination packet to Charles Jackson at jacks252@msu.edu using the subject line: Outstanding Advisor Award
- **Nomination deadline:** Friday, August 7, 2020 at midnight

Academic Advising Awards: Guidance for Colleague/Supervisor Recommenders: Advisor

The guidelines in this document are intended to help in writing quality letters. The criteria detailed here aligns with the criteria on which candidates will be evaluated. The [NACADA website](#) also provides additional resources and tips for writing strong letters of support.

Letter of nomination and letters of support should provide evidence of:

- Consistent, sustained commitment to academic advising
- Substantial impact on student, department/unit, and/or campus community success outcomes
- Noteworthy actions which demonstrate a remarkable level of caring for students' academic success and personal well-being
- The three NACADA core values of *commitment*, *empowerment*, and *caring*, are elements by which substantial and noteworthy behavior by exceptional advisors can be measured.
 - The remaining core values are integrated, by default, into *commitment*, *empowerment*, and *caring*, as an advisor cannot demonstrate evidence of those elements without *professionalism*, *integrity*, *inclusivity*, and *respect*.

Commitment

Academic advisors value and are dedicated to excellence in all dimensions of student success. Advisors are committed to students, colleagues, institutions, and the profession through assessment, scholarly inquiry, life-long learning, and professional development.

Empowerment

Academic advisors motivate, encourage, and support students and the greater educational community to recognize their potential, meet challenges, and respect and express individuality.

Caring

Academic advisors respond to and are accessible to others in ways that challenge, support, nurture, and teach. Advisors build relationships through empathetic listening and compassion for students, colleagues, and others.

Examples of evidence of exceptional and impactful advising:

- Attend conferences/professional development opportunities, strong engagement in professional community
- Serve on committees/working groups on campus and beyond campus
- Collaborate with campus partners
- Produce scholarly work to benefit the advising community
- Provide resources to assist students in meeting degree requirements/to academically succeed (i.e. tutoring, help centers, etc.)
- Creation of innovative tools/programming to assist students in academic growth/success
- Creation/modification of student outreach strategies so students can more effectively access information and be empowered to seek opportunities and success
- Motivating students to seek leadership opportunities, peer support, engagement on campus/in community
- Collaboration in office/unit and/or with campus partners to create student success initiatives/programming or to update current policies/procedures
- Contribution to changes in current policies and procedures to improve advising and student success outcomes
- Caring, helpful attitude toward advisees, faculty, and staff
- Participation in and support of intrusive advising to build strong relationships with advisees
- Ability to engage in, promote, and support developmental advising
- Perception by colleagues of nominee's advising or advising administration skills

**Some information/examples adapted from outstanding advising awards criteria, as defined by the Michigan Academic Advising Awards Association (MIACADA) and National Academic Advising Awards Association (NACADA).*



CORE VALUES



The **NACADA Statement of Core Values** reflects the many cultural and educational contexts in which academic advising is practiced globally. A diverse, globally represented task force in conjunction with the input of NACADA members contributed to the creation of the statement. By virtue of this process, this document represents the Core Values of the academic advising profession as a whole. These values apply to all who perform academic advising by any role, title, or position as educators at their institutions.



While nations, institutions, and students will offer unique circumstances, the Core Values provide guidance to academic advisors in their professional lives. Academic advisors are committed to the students they advise, their institutions, their professional practice, and the broader advising and educational community. There may be times when balancing all Core Values equally is not possible. In those instances, academic advisors are encouraged to reflect and engage other academic advising professionals in a dialogue to resolve any conflict to the best of their ability.



The Statement of Core Values is reviewed periodically to ensure its alignment with current professional practices, competencies, and philosophies. NACADA: The Global Community for Academic Advising encourages institutions to adopt the Statement of Core Values and support the work of those who provide academic advising.

Academic Advising Awards: Guidance for Student Recommenders

The guidelines in this document are intended to help in writing quality letters. The criteria detailed here aligns with the criteria on which candidates will be evaluated.

Format

- 500-1,000 words suggested (max of 1,500 words)
- Single-spaced, 12 pt font size, Times New Roman or Arial font

Letters of support should:

- Speak to the nature of your relationship with your advisor
- Provide specific examples of the advisor's commitment, empowerment, and caring in your advising experience

Provide examples/evidence of:

- Consistent, sustained commitment to academic advising
- Substantial impact on student, department/unit, and/or campus community success outcomes
- Noteworthy actions which demonstrate a remarkable level of caring for students' academic success and personal well-being
- The three NACADA core values of *commitment*, *empowerment*, and *caring* are elements by which substantial and noteworthy behavior by exceptional advisors can be measured

Commitment

Academic advisors value and are dedicated to excellence in all dimensions of student success. Advisors demonstrate their commitment to students through accessibility (email, phone, drop-ins, scheduled appointments), clarity in communication, active listening, attention to detail, and being supportive.

Empowerment

Academic advisors motivate, encourage, and support students and the greater educational community. Advisors help students recognize their potential, meet challenges, and express individuality.

Caring

Academic advisors respond to and are accessible to others in ways that challenge, support, nurture, and teach. Advisors build relationships through empathetic listening and compassion for students, colleagues, and others.

Examples of evidence of exceptional and impactful advising:

- Collaboration with campus partners
- Provide resources to assist students in meeting degree requirements/to academically succeed (i.e. tutoring, help centers, etc.)
- Creation of innovative tools/programming to assist students in academic growth/success
- Creation/modification of student outreach strategies so students can more effectively access information and be empowered to seek opportunities and success
- Motivating students to seek leadership opportunities, peer support, engagement on campus/in community
- Caring, helpful attitude toward advisees, faculty, and staff
- Building strong relationships with advisees
- Ability to engage in and promote supportive advising

**Some information/examples adapted from outstanding advising awards criteria, as defined by the Michigan Academic Advising Awards Association (MIACADA) and National Academic Advising Awards Association (NACADA).*