

**2012
Call for Nominations**

**TO APPLY ONLINE VISIT OUR WEBSITE:
www.nacada.ksu.edu/programs/awards**

Submission Deadlines:

December 1, 2011

**Administrators' Institute Scholarship
Assessment Institute Scholarship**

March 5, 2012

**Outstanding Advising Awards
Outstanding New Advisor Awards
Outstanding Advising Program Awards
Pacesetter Award
Gordon Award for Excellence in the Field
Service to NACADA
Leading Light
Student Research Awards
Advising Technology Innovation Awards
NACADA Scholarships
Summer Institute Scholarships**

**Check website for
deadlines**

**Graduate Student Regional Conference Scholarships
Graduate Student Annual Conference Scholarships
Graduate Student Research Symposium
Scholarships**

March 19, 2012

Research Grants

June 1, 2012

Retiree Recognition

NACADA 2012 Annual Awards Program

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Notice of Nondiscrimination

NACADA and Kansas State University are committed to nondiscrimination. Contact the Director of Affirmative Action, KSU, 214 Anderson Hall, Manhattan, KS 66506.

The information in this document can be found on the NACADA website at www.nacada.ksu.edu/Awards/index.htm.

National Academic Advising Association 2012 Annual Awards Program

The National Academic Advising Association (NACADA) is pleased to offer the 2012 Annual Awards Program. These awards are designed to honor individuals and institutions making significant contributions to the improvement of academic advising.

Reward Systems

Many institutions of higher education have few effective systems in place for the evaluation of academic advising, and little reward or recognition is attached to its successful delivery. Good advising, like good teaching, publication and research, needs to be recognized. NACADA believes a tangible reward system can be an enhancement to effective advising.

Our Goal

The goal of the NACADA Annual Awards Program is to encourage wider support and recognition for academic advising in colleges and universities by providing an opportunity for recognition of outstanding advising. An ultimate outcome of this program is to improve advising services for students.

Awards Presentation

All awards will be presented at the 2012 NACADA Annual Conference being held on October 4-7, 2012 in Nashville, TN. The selection committees reserve the right to make no awards in a certain category.

Information and Tips for Nominators

- Self-nominations are acceptable. Directors may nominate their own advising programs.
- Current members of the Board of Directors and Council are not eligible for consideration for any annual NACADA individual awards. After the member's term of office is over, s/he may then be eligible for consideration.
- Nomination materials submitted cannot be returned.

To present your nomination in the best possible light, keep in mind that:

1. Paper copies of nominations will no longer be accepted unless noted otherwise on the award website.
2. It is best to submit only letters and/or materials that add substance to the nomination. **Quality** is appreciated more than quantity. A well-written and documented submission increases the likelihood of a positive outcome.
3. Letters written directly to the Committee or additional material sent separately from your submission **cannot** be considered. Be sure to request that all support letters and documentation be returned to the nominator gathering the information for inclusion in the nomination material.
4. Nominations must include only original documentation prepared **specifically for the NACADA Awards Program**. Materials intended for other award programs will not be considered.
5. Videos, CDs and DVDs will not be accepted in support of any nomination in any category except Advising Technology Innovation Awards.
6. Submissions that do not meet the submission requirements will not be evaluated.
7. Contact NACADA at nacada@ksu.edu if you do not receive an e-mail confirming receipt of your nomination after you have completed the online submission process.

Outstanding Advising Awards

Presented to individuals who have demonstrated qualities associated with outstanding academic advising of students or outstanding academic advising administration.

Award:

Winners will be honored at the annual conference and receive a complimentary basic registration for the 2012 Annual Conference, a recognition plaque, and a one-year membership in NACADA. Certificates of Merit may be awarded to other nominees.

Categories:

1. **Academic Advising-Primary Role** — Individuals whose primary role at the institution is the direct delivery of advising services to students.
2. **Faculty Academic Advising** — Individuals whose primary responsibility is teaching and who spend a portion of their time providing academic advising services to students.
3. **Academic Advising Administrator** — Individuals who may provide direct academic advising services but whose primary responsibility is as an administrator or director of an academic advising program.

Eligibility:

1. Any individual serving as an academic advisor, faculty academic advisor, or advising administrator and employed by a regionally accredited post-secondary institution may be nominated. NACADA membership is not required.
2. Current members of the Board of Directors and Council are *not* eligible for consideration for this award. After the member's term of office is over, s/he may then be eligible for consideration.
3. Previous Outstanding Advising Award winners are *not* eligible. Previous Certificate of Merit recipients are eligible *only if* a minimum of 5 years has elapsed since the certificate was awarded and the nomination contains substantial new information.
4. Previous Outstanding New Advisor Award winners or Certificate of Merit recipients may be considered for Outstanding Advising Awards or Certificates of Merit if a minimum of five years has passed since receiving the original award.
5. Nominees for the Outstanding Advising Administrator Awards must have served as an advising administrator for a minimum of three years.
6. Only one nominee *per category* from each institution will be considered.

Criteria: The Selection Committee will evaluate nominations on the evidence of qualities and practices that distinguish the nominee as an outstanding academic advisor, faculty advisor, or advising administrator. 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
- Caring, helpful attitude toward advisees, faculty, and staff
- Meeting advisees in informal settings
- Participation in and support of intrusive advising to build strong relationships with 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
- Evidence of administering an academic advising program that supports NACADA's Core Values: <http://www.nacada.ksu.edu/Clearinghouse/AdvisingIssues/Core-Values.htm>
- Evidence that the advising program reflects the standards of good practice in the CAS Standards and Guidelines for Academic Advising: <http://www.nacada.ksu.edu/resources/Standards.htm>
- Participation in and support of advisor development programs
- Perception by colleagues of nominee's advising or advising administration skills
- Institutional recognition of nominee for outstanding advising or advising administration

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Submission Procedures:

Nominations must contain adequate factual or narrative material that describes the extent to which an individual meets the awards criteria. Include the following items in the order listed below and use objective data to support the nomination.

1. **A completed [Online Nomination Form](#).**
2. **A summary of the nominee's qualifications.** In this key piece, the nominator should summarize the extent to which the nominee meets the award criteria, citing letters of support, data, or other materials illustrative of exemplary performance as an academic advisor or an advising administrator.
3. **Nominee advising resume or vita.** Please limit entries to material that pertains directly to academic advising, presenting relevant information from the nominee's overall resume/vita. Please include a **current job position description or list of job responsibilities**.
4. **A personal statement on advising or advising administration by the nominee.**
5. **Appendices that support the summary** (item 2), such as:
 - a. representative materials developed by the nominee.
 - b. letters of support from advisees, colleagues, and administrators. *Letters of support or additional materials sent separate from the nomination packet will not be considered.*
 - c. other pertinent information from nominator.

Appendices are limited to a maximum of 20 pages (20 sheets of paper printed front and back). **The online system will allow you to submit more than one attachment for the appendices but the total number of pages if printed should be no more than 20.**

*Nominations must include only original documentation **prepared specifically for the NACADA Awards Program**. Materials intended for other award programs will not be considered.

Deadline to apply is Monday, March 5, 2012.

Outstanding New Advisor Awards

Presented to individuals who have demonstrated qualities associated with outstanding academic advising of students and who have served as an advisor for a period of three (3) or fewer years.

Award:

Winners will be honored at the annual conference, and receive a complimentary basic registration for the 2012 Annual Conference, a recognition plaque, and a one-year membership in NACADA. Certificates of Merit may be awarded to other nominees.

Categories:

1. **Academic Advising--Primary Role** — Individuals whose primary role at the institution is the direct delivery of advising services to students.
2. **Faculty Academic Advising** — Individuals whose primary responsibility is teaching and who spend a portion of their time providing academic advising services to students.

Eligibility:

1. Any individual serving as an academic advisor or faculty academic advisor *for three (3) or fewer years*, and is employed by a regionally accredited post-secondary institution may be nominated. NACADA membership is not required.
2. Current members of the Board of Directors and Council are not eligible for consideration for this award. After the member's term of office is over, s/he may then be eligible for consideration.
3. Previous Outstanding New Advisor Award winners or Certificate of Merit recipients are *not* eligible. Previous Outstanding Advising Award winners or Certificate of Merit recipients are *not* eligible.
4. Only one nominee *per category per institution* will be considered.

Criteria:

The Selection Committee will evaluate nominations on the evidence of qualities and practices that distinguish the nominee as an outstanding academic advisor or faculty advisor, using the same criteria as is used for the Outstanding Advising Awards.

- 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
- Caring, helpful attitude toward advisees, faculty, and staff
- Meeting advisees in informal settings
- Participation in and support of intrusive advising to build strong relationships with 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
- Evidence of administering an academic advising program that supports NACADA's Core Values: www.nacada.ksu.edu/Clearinghouse/Research_Related/corevalues.htm
- Evidence that the advising program reflects the standards of good practice in the CAS Standards and Guidelines for Academic Advising: www.nacada.ksu.edu/Clearinghouse/Research_Related/CAS.htm
- Participation in and support of advisor development programs
- Perception by colleagues of nominee's advising skills
- Institutional recognition of nominee for outstanding advising

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Submission Procedures:

Nominations must contain adequate factual or narrative material that describes the extent to which an individual meets the awards criteria. Include the following items in the order listed below and use objective data to support the nomination.

1. **A completed [Online Nomination Form](#).**
2. **A summary of the nominee's qualifications.** In this key piece, the nominator should summarize the extent to which the nominee meets the award criteria, citing letters of support, data, or other materials illustrative of exemplary performance as an academic advisor or faculty advisor.
3. **Nominee advising resume or vita.** Please limit entries to material that pertains directly to academic advising, presenting relevant information from the nominee's overall resume/vita. Please include a **current job position description or list of job responsibilities**
4. **Nominee's personal statement on advising**
5. **Appendices that support the summary** (item 2), such as:
 - a. representative materials developed by the nominee.
 - b. letters of support from advisees, colleagues, and administrators. *Letters of support or additional materials sent separate from the nomination packet will not be considered.*
 - c. other pertinent information from nominator

Appendices are limited to a maximum of 20 pages (20 sheets of paper printed front and back). **The online system will allow you to submit more than one attachment for the appendices but the total number of pages if printed should be no more than 20.**

*Nominations must include only original documentation **prepared specifically for the NACADA Awards Program**. Materials intended for other award programs will not be considered.

Deadline to apply is Monday, March 5, 2012.

Outstanding Advising Program Awards

Presented for programs that document innovative and/or exemplary practices resulting in improvement of academic advising services.

Award: Winners will be honored at the 2012 Annual Conference with a recognition plaque. Certificates of Merit may be awarded to other nominees.

Categories: Outstanding Advising Program Awards may be presented annually in a variety of categories. Categories may include, but are not limited to:

1. Programs serving specific populations of students. Examples include: adult learners, at-risk students, undecided students, student athletes, and graduate students.
2. Programs involving the administration and organization of advising. Examples include: advising models, advisor training, uses of technology, advisor evaluation, and program evaluation.
3. Additional programs not included in 1 and 2 above.

Eligibility:

1. Any regionally accredited post-secondary institution may submit an application. NACADA affiliation is not required.
2. Previous Program Award Winners or Certificates of Merit recipients are eligible ONLY if three years have elapsed since their selection and the program has been significantly modified or altered.
3. Only one nomination *per institution* will be considered. The Selection Committee will not consider multiple nominations for different programs within the same institution.
4. Programs must have been operational for three or more years (time frame may include pilot period). Data to substantiate program effectiveness must be included with the submission. Programs lacking data to substantiate at least three years of program effectiveness will not be evaluated.

Criteria: Evidence of an outstanding program will include, but is not limited to, the qualities listed below. In addition, program description, suitability for dissemination, and adherence to program guidelines are key factors in selection.

1. **Innovative Quality** — Represents new approaches to effective academic advising. If a program has been implemented elsewhere but is new to an institution, it is eligible.
2. **Creativity** — Demonstrates creative use of resources (human, fiscal, and physical) in the delivery of academic advising services.
3. **Currency** — Addresses current problems and issues in academic advising.
4. **Institutional Commitment** — Demonstrating commitment to advising throughout the institution.
5. **Impact** — Providing definitive evidence of positive student and/or institutional outcomes.
6. **Transferability** — Applicable to a wide variety of institutions.

Submission Procedures: Nominations must contain adequate factual or descriptive material to enable the Selection Committee to evaluate the program, including:

1. **A completed [Online Nomination Form](#).**
2. **A program abstract** not to exceed 250 words
3. **An original, publishable manuscript** not more than 2,500 words in length, typewritten and double-spaced, and in the following order and format:
 - a. Institutional description
 - b. Program development (how, when, and why the program was developed, including problems encountered, organizational concerns, budget, and other practical considerations)
 - c. Goals and objectives
 - d. Program description
 - e. Procedures used in program evaluation (quantitative and/or qualitative)
 - f. Results/outcome (impact on students and/or the institution)
 - g. Potential for adaptation by other institutions

Supporting materials will be accepted in the Appendices section. Links may be provided from the NACADA website to the websites of the nominated programs, if applicable. **The online system will allow you to submit more than one attachment for the appendices but the total number of pages if printed should be no more than 20.**

*Nominations must include only original documentation **prepared specifically for the NACADA Awards Program**. Materials intended for other award programs will not be considered.

Deadline to apply is Monday, March 5, 2012.

Pacesetter Award

The Pacesetter Award recognizes Executive Officers, Provosts and Academic or Student Affairs Officers (i.e., Vice Provosts, Vice Presidents, Deans, etc.) who exemplify a commitment to academic advising and are true advocates for advising, students, and advisors across the institution.

Award: Plaque presented at the Annual Conference in the fall.

Eligibility:

1. Individuals nominated should be an advocate for advising, students, and advisors at the upper administration level with no direct day to day involvement in the administration of advisors or advising.
2. The nominee need *not* be a NACADA member.
3. Previous winners are *not* eligible.
4. Current members of the Board of Directors and Council are *not* eligible for consideration for this award. After the member's term of office is over, s/he may then be eligible for consideration.

Submission Procedures:

Nominations must contain adequate factual or descriptive material for the Selection Committee to evaluate the nomination, including:

1. **A completed [Online Nomination Form](#).**
2. **The most recent vita for the candidate** – Please limit entries to material that pertains directly to academic advising, presenting relevant information from the nominee's overall resume/vita.
3. **A supporting letter from the nominator** providing evidence that the candidate has made significant contributions to the profession of academic advising, leadership in the field of advising, as well as related professional areas, and a commitment to the importance of academic advising at a regional or national level.
4. **Letters of support** from colleagues, staff and students, not to exceed three letters in any category (9 letters maximum).

Additional materials that support the candidate's nomination. **The online system will allow you to submit more than one attachment for the appendices but the total number of pages if printed should be no more than 20.**

*Nominations must include only original documentation **prepared specifically for the NACADA Awards Program**. Materials intended for other award programs will not be considered.

Deadline to apply is Monday, March 5, 2012.

Previous Pacesetter Award winners:

2011 David McDonald, Associate Provost, VP of Academic Affairs, Western Oregon University, Monmouth, OR

2010 Not Awarded

2009 Lawrence G. Abele, Provost and Vice President for Academic Affairs, Florida State University

2008 David E. Payne, Provost and Vice President for Academic Affairs, Sam Houston State University, Huntsville, TX

2007 Shirley Willihnganz, Executive Vice President and University Provost, University of Louisville, Louisville, KY

2006 John Smarrelli, Provost and Academic Vice President, Le Moyne College, Syracuse, NY

2005 Maribeth Ehasz, Vice President of Student Development and Enrollment Services, University of Central Florida, Orlando, FL

2004 Carol Cartwright, President, Kent State University, Kent, OH

2003 John W. Miller, Chancellor, University of Wisconsin-Whitewater, Whitewater, WI

2002 Kathryn Martin, Chancellor, University of Minnesota-Duluth, Duluth, MN

2001 Charlie Nutt, Vice President for Student Development Services, Coastal Georgia Community College, Brunswick, GA

2000 Lawrence Gould, Provost, Fort Hays State University, Hays, KS

1999 Janet Gorman Murphy, President, Missouri Western State College, St. Joseph, MO

1998 Charles W. Donaldson, Vice Chancellor for Educational and Student Services, University of Arkansas-Little Rock, AR

1997 Louis J. Swift, Associate Vice Chancellor for Academic Affairs, University of Kentucky, Lexington, KY

1996 Phillip "Chris" Farren, Vice President - Administrative and Fiscal Affairs, Emporia State University, Emporia, KS

1995 Bruce LaPota, Dean of Student Services, Coffeyville Community College, Coffeyville, KS

1994 Linda M. Steele, Vice President, Enrollment and Student Services, Franklin University, Columbus, OH

1993 James McComas, President, Virginia Polytechnic Institute and State University, Blacksburg, VA

1992 James W. Vick, Vice President for Student Affairs, University of Texas-Austin, Austin, TX

Virginia N. Gordon Award for Excellence in the Field of Advising

Presented to a NACADA member who has made significant contributions to the field of academic advising.

Award: Plaque presented at the Annual Conference in the fall.

Eligibility:

1. Each nominee must have been a member of NACADA for at least one year prior to receipt of the award.
2. Previous winners are *not* eligible.
3. Current members of the Board of Directors and Council are *not* eligible for consideration for this award. After the member's term of office is over, s/he may then be eligible for consideration.

Submission Procedures:

Nominations must contain adequate factual or descriptive material for the Selection Committee to evaluate the nomination, including:

1. A completed [Online Nomination Form](#).
2. A **supporting letter from the nominator** providing evidence that the candidate has made a significant national and/or international impact on the profession of academic advising through:
 - research, publications, and/or presentations at the national and/or international level,
 - leadership in the field of advising as well as related professional areas (i.e. NACADA or other association offices held, program/policy development at the national and/or international level), and
 - commitment to the importance of academic advising at the national and/or international level (evidence of commitment/advocacy for academic advising over an extended period of time).
3. **Letters of support** from colleagues, staff and students, not to exceed three letters in any category (9 letters maximum).

Additional materials that support the candidate's nomination. **The online system will allow you to submit more than one attachment for the appendices but the total number of pages if printed should be no more than 20.**

*Nominations must include only original documentation **prepared specifically for the NACADA Awards Program**. Materials intended for other award programs will not be considered.

Deadline to apply is Monday, March 5, 2012.

Previous Virginia Gordon Award winners:

2011	George E. Steele	1997	Not Awarded
2010	Betsy McCalla-Wriggins	1996	Not Awarded
2009	Not Awarded	1995	Margaret King
2008	Gary M. Padak	1994	Gary Kramer
2007	Peter Hagen	1993	Not Awarded
2006	Not Awarded	1992	Hal Caldwell
2005	Susan Campbell	1991	Wes Habley
2004	Not Awarded	1989	Robert Glennen
2003	David Crockett	1988	Christine Schelas-Miller
2002	Eric R. White	1987	John Fiore
2001	Faye Vowell	1986	Virginia Gordon
2000	Nancy King	1985	Ed Jones
1999	John Gardner	1984	Tom Grites
1998	Thomas J. Kerr	1983	Dan Wesley
		1982	Lowell Walker

Service to NACADA Award

Presented to a NACADA member for outstanding service to the Association.

Award: Plaque presented at the Annual Conference in the fall.

Eligibility:

1. A nominee must be a current member of NACADA and must also have a history of involvement and membership in the organization.
2. Previous winners are *not* eligible.
3. Current members of the Board of Directors and Council are *not* eligible for consideration for this award. After the member's term of office is over, s/he may then be eligible for consideration.

Submission Procedures:

Nominations must contain adequate factual or descriptive material for the Selection Committee to evaluate the nomination, including:

1. A completed [Online Nomination Form](#).
2. A **supporting letter from the nominator**, providing evidence that the candidate has made significant contributions to the National Academic Advising Association, the profession of academic advising, leadership in the field of advising, as well as related professional areas, and a commitment to the importance of academic advising at a regional or national level.
3. **Letters of support** from colleagues, staff and students, not to exceed three letters in any category (9 letters maximum).

Additional materials that support the candidate's nomination. **The online system will allow you to submit more than one attachment for the appendices but the total number of pages if printed should be no more than 20.**

*Nominations must include only original documentation **prepared specifically for the NACADA Awards Program**. Materials intended for other award programs will not be considered.

Deadline to apply is Monday, March 5, 2012.

Previous Service to NACADA Award winners:

2011	Richard L. Robbins	1997	G. Robert Standing
2010	Jo Anne Huber	1996	Thomas Kerr
2009	Terry L. Kuhn	1995	Faye Vowell
2008	George Steele	1994	Carol Ryan
2007	Celeste Pardee	1993	Claudia Fischer
2006	Ruth Darling	1992	Not Awarded
2005	Betsy McCalla-Wriggins	1991	Gary Kramer
2004	Susan M. Campbell	1990	Peggy King
2003	Virginia N. Gordon	1989	Wes Habley
2002	Manuel "Buddy" Ramos	1988	Cheryl Polson
2001	Nancy King	1987	Michael McCauley
2000	Tom Brown	1986	Carol Patton
1999	J.D. Beatty	1985	Not Awarded
1998	Eileen McDonough	1984	Billie C. Jacobini

NACADA Leading Light Award

Presented to a NACADA member for significant contributions to diversity within the NACADA: The Global Community for Academic Advising.

Award: Plaque presented at the Annual Conference in the fall.

Eligibility:

1. A nominee must be a current member of NACADA and must also have a history of involvement and membership in the organization.
2. Previous winners are *not* eligible.
3. Exhibit visionary and insightful leadership to promote and ensure diversity within and among NACADA members
4. Provide leadership in the development of best practices that support the diversity goals of NACADA.

*** Current members of the Board of Directors or Council are not eligible for consideration for this award. After the member's term of office is over, s/he may then be eligible for consideration.*

Submission Procedures:

Nominations must contain adequate factual or descriptive material for the Selection Committee to evaluate the nomination, including:

1. A completed [Online Nomination Form](#).
2. A **supporting letter from the nominator**, providing evidence that the candidate has made significant contributions to the National Academic Advising Association. Contributions include innovations to encourage advisers from underrepresented populations to join and be contributing members of NACADA, outreach to specific underrepresented populations, service to NACADA on behalf of an underrepresented population. Contributions may be at any level of the organization.
3. **Letters of support** from other NACADA members (6 letters maximum).

Additional materials that support the candidate's nomination. **The online system will allow you to submit more than one attachment for the appendices but the total number of pages if printed should be no more than 20.**

*Nominations must include only original documentation **prepared specifically for the NACADA Awards Program**. Materials intended for other award programs will not be considered.

Deadline to apply is Monday, March 5, 2012.

***Diversity**, as defined by the NACADA Board of Directors, includes **ethnicity, gender, gender identity, disabilities, and sexual orientation** as well as diversity in regard to **institutional type, size, and employment position**. Examples of contributions are innovations to encourage advisers from underrepresented populations to join and remain in NACADA, outreach to specific underrepresented populations, service to NACADA on behalf of an underrepresented population, etc.

Previous Leading Light Award winners:

- 2010 Skip Crownhart
- 2011 Casey Self

NACADA Student Research Awards

Presented to recognize student research that significantly adds to the body of knowledge on academic advising.

Award: A check for \$500.00, as well as a plaque, may be awarded in each category at the Annual Conference in the fall.

Categories: The Student Research Award may be awarded annually in two categories.

1. **Master's Degree Level**
2. **Doctoral Degree Level**

Eligibility:

1. Any current NACADA member who is completing or has recently (within one year) completed research at either the Master's level or at the Ed.D. or Ph.D. level that significantly adds to the body of knowledge on academic advising is eligible.
2. Previous winners of this award are *not* eligible.
3. Current members of the Board of Directors and Council are *not* eligible for consideration for this award. After the member's term of office is over, s/he may then be eligible for consideration.

Nomination Components:

1. **A completed [Online Nomination Form](#).**
2. **A draft of your student research proposal.** It may be in the format required by your institution for thesis and/or dissertation proposals, but it must include the following components:
 - a. Title
 - b. Abstract (200 words or less)
 - c. Statement of significance of study
 - d. Statement of the problem
 - e. Definition of key terms
 - f. Statement of limitations of the study
 - g. Design of the study
 - h. Brief review of relevant literature
 - i. Schedule for completing the study (if not already completed)

NOTE: You do not need to submit your entire dissertation. Only relevant pages or chapters are necessary.

3. **Letter from your Graduate Program Advisor**

A required component of the nomination materials submitted for this award is a signed support letter from your Graduate Program Advisor stating that this student research project is worthy of award consideration. This letter must be printed on institutional letterhead, signed by your Graduate Program Advisor, and **uploaded with your application no later than the March 5, 2012 deadline.**

NOTE: Paper copies of Student Research Award nominations are no longer accepted. All nominations in this category must be submitted electronically via the NACADA Awards online submission site.

Advising Technology Innovation Awards

The Advising Technology Innovation Awards recognize the most creative and unique uses of technology that support academic advising. Electronic tools used to support and enhance advising can include advising websites, databases, electronic portfolios, online tutorials, software applications, and other forms of technology.

Award

Advising Technology Innovation Award Winners will be honored at the Annual Conference with a recognition plaque. Certificates of Merit may be awarded to other nominees. These award recipients will be widely publicized and recognized at the Annual Conference, through NACADA e-mails, and on the NACADA Awards and Technology in Advising Commission websites.

Categories:

Nominations for the Advising Technology Innovation Awards can be from a wide range of categories in which technology is used in advising. Nominators need to make sure that the review committee can access the innovation being judged by providing a website, a CD or DVD, or a password that provides access to a database or electronic portfolio. In rare cases where access is not possible, detailed screen shots and descriptions of the activity and use of the nomination can be submitted. Submissions must be made in accordance with the processes listed below.

Eligibility

1. Former award recipients, commercial software, and NACADA-sponsored resources are *not* eligible.
2. Only *one entry per institution* will be considered.
3. Commercial software that has been adapted to advising uses and is being used by an institution in a creative manner may be submitted for consideration.

Criteria

Advising Technology Innovation Awards and Certificates of Merit will be selected according to the following criteria:

- Content (35%)
- Interactivity (25%)
- Clarity (15%)
- Creativity (15%)
- Overall impression (10%)

A **STRONG preference** will be given to those nominations that are ADA-compliant (American with Disabilities Act). Those who need help understanding ADA accessibility may contact the current [Technology in Advising Commission Chair](#) or the NACADA Executive Office at nacada@ksu.edu.

Nomination Process and Deadline:

Nominations for the Advising Technology Innovation Awards must be submitted using the online submission form found at the following website. Nominations for secured websites, portfolios, databases, etc. must include, whenever possible, a generic ID or password to access a simulated or real system, thus allowing reviewers a more complete understanding of the electronic resource. When completing the online submission form, include an explanation of why the technology or application being nominating is considered to be "innovative". All online nominations must be submitted **no later than Monday, March 5, 2012**.

Online nomination submission site — <http://nacada.ksu.edu/conferences/awards/NM01Login.php>

Individuals wishing to nominate non-web-based innovations (e.g., DVDs, CDs, etc.) must contact Farrah at the NACADA Executive Office at fturner@ksu.edu for submission guidelines *prior to submitting the nomination*.

NACADA Scholarships

Presented to selected NACADA members who are pursuing graduate education at either the Master's or Ph.D. or Ed.D. level. The program supports a primary goal of the organization, which is to promote professional training of advisors.

Awards:

One \$1,000 scholarship and four \$500 scholarships may be awarded at the Annual Conference in the fall.

Eligibility:

1. To be eligible for a scholarship, each nominee must be a current member of NACADA and have been a NACADA member for two years, be currently enrolled in either a master's or doctoral program, and must have worked as an academic advisor for two years with a minimum of a half-time appointment.
2. Previous NACADA Scholarship recipients are *not* eligible.
3. Current members of the Board of Directors and Council are *not* eligible for consideration for this award. After the member's term of office is over, s/he may then be eligible for consideration.

Application Process:

To complete your application, you must submit the following documents:

1. **NACADA Scholarship [Online Application Form](#)**, including financial assessment.
2. **Career Goals Statement.**
3. **Copies of transcripts** from all institutions of Higher Education that you have attended. (Please black out any sensitive information)
4. **Resume/Vita.** Please limit entries to material which pertains directly to academic advising, presenting relevant information from the nominee's overall resume/vita.
5. **Evaluation/Recommendation by Faculty Form.** This form will need to be downloaded and printed from our website, completed, then uploaded as a part of the application. You will have the ability to save your application and submit the form later if necessary.
6. **Evaluation by Employer Form.** This form will need to be downloaded and printed from our website, completed, then uploaded as a part of the application. You will have the ability to save your application and submit the form later if necessary.

All application materials **must be submitted to arrive no later than the Monday, March 5, 2012 deadline.** Scholarship winners are notified by late spring, and awards are presented at the Annual Conference in the fall.

Administrators' Institute Scholarships

Administrators' Institute Scholarships are presented as a professional development experience to selected NACADA members who exhibit an interest in expanded Association involvement and who exhibit a potential for leadership roles within NACADA. The scholarship covers the registration fee to the Administrator's Institute.

Awards:

The scholarship waives the registration fee to the Administrators' Institute. The registration fee covers all program materials and several meals and special events during the Institute. Individuals or their sponsoring institutions are responsible for travel and lodging costs as well as meals and incidental expenses not covered in the registration fee.

Selection and Eligibility Criteria:

1. The applicant **must**:
 - o demonstrate on-going membership in NACADA.
 - o be a current NACADA member at the time of scholarship application.
 - o demonstrate involvement in professional activities.
 - o provide a description of goals to be accomplished through participation in the Administrators' Institute.
2. Current elected or appointed officers and officials in NACADA are **not** eligible for the Administrators' Institute Scholarship.
3. Previous Administrators' Institute participants will be considered after applicants who have not previously attended the Institute, if funding is available.

Because NACADA believes that there is considerable strength in diversity, the selection committee strongly encourages applications from groups under-represented in the Association and its leadership.

Application Components:

1. **Completed [Online Application Form](#).**
2. **Resume/Vita.** Please limit entries to material that pertains directly to academic advising, presenting relevant information from the nominee's overall resume/vita.
3. **Current Job Position Description or List of Job Responsibilities**
4. **Prior Professional Development Summary**
 - o List **ALL** professional activities and institutional organizations (including NACADA) in which you have participated. Please include conferences attended, presentations, committees, commissions, etc.
5. **Administrators' Institute Participation**
 - o List and describe the goals you hope to accomplish by participating in the Administrators' Institute.
 - o How will your participation in this institute help you grow as a professional?
 - o In what ways would you like to extend your involvement in NACADA?
6. **Letters of recommendation.** A required component of the application materials submitted for this award is two letters of recommendation from your institution's officials, at least one of which must include a statement of financial support for your travel if you are awarded a scholarship by NACADA. These letters **must** be on **institutional letterhead and uploaded to the online submission site**. Please submit application no later than the **December 1, 2011 deadline**.

If you have any questions, call NACADA at (785) 532-5717 or send an e-mail to nacada@ksu.edu.

Assessment Institute Scholarships

Assessment Institute Scholarships are presented as a professional development experience to selected NACADA members who exhibit an interest in expanded Association involvement and who exhibit a potential for leadership roles within NACADA. The scholarship covers the registration fee to the Assessment Institute.

Awards:

The scholarship waives the registration fee to the Assessment Institute. The registration fee covers all program materials and several meals and special events during the Institute. Individuals or their sponsoring institutions are responsible for travel and lodging costs as well as meals and incidental expenses not covered in the registration fee.

Selection and Eligibility Criteria:

1. The applicant **must**:
 - demonstrate on-going membership in NACADA.
 - be a current NACADA member at the time of scholarship application.
 - demonstrate involvement in professional activities.
 - provide a description of goals to be accomplished through participation in the Assessment Institute.
2. Current elected or appointed officers and officials in NACADA are **not** eligible for the Assessment Institute Scholarship.
3. Previous Assessment Institute participants will be considered after applicants who have not previously attended the Institute, if funding is available.

Because NACADA believes that there is considerable strength in diversity, the selection committee strongly encourages applications from groups under-represented in the Association and its leadership.

Application Components:

1. **Completed [Online Application Form](#).**
2. **Resume/Vita.** Please limit entries to material that pertains directly to academic advising, presenting relevant information from the nominee's overall resume/vita.
3. **Current Job Position Description or List of Job Responsibilities**
4. **Prior Professional Development Summary**
 - List **ALL** professional activities and institutional organizations (including NACADA) in which you have participated. Please include conferences attended, presentations, committees, commissions, etc.
5. **Assessment Institute Participation**
 - List and describe the goals you hope to accomplish by participating in the Assessment Institute.
 - How will your participation in this institute help you grow as a professional?
 - In what ways would you like to extend your involvement in NACADA?
6. **Letters of recommendation.** A required component of the application materials submitted for this award is two letters of recommendation from your institution's officials, at least one of which must include a statement of financial support for your travel if you are awarded a scholarship by NACADA. These letters **must** be on **institutional letterhead and uploaded to the online submission site**. Please submit application no later than the **December 1, 2011 deadline**.

If you have any questions, call NACADA at (785) 532-5717 or send an e-mail to nacada@ksu.edu.

Wesley R. Habley NACADA Summer Institute Scholarships

Presented as a professional development experience to selected NACADA members who demonstrate involvement in national, regional, state, and/or local advising organizations and exhibit the potential for national leadership roles.

Awards:

The scholarship covers the registration fee to the Summer Institute on Academic Advising. The registration fee covers all program materials and several meals and special events during the Institute. Individuals or their sponsoring institutions are responsible for travel and lodging costs as well as meals and incidental expenses not covered in the registration fee.

Eligibility and Selection Criteria:

1. The applicant must:
 - be a current NACADA member at the time of scholarship application.
 - demonstrate involvement in professional activities and institutional organizations (including NACADA). This includes conferences attended, presentations, committees, commissions, etc.
2. Current elected or appointed officers and officials in NACADA are *not* eligible for the Summer Institute Scholarship.
3. Previous Summer Institute scholarship recipients and previous Summer Institute participants are *not* eligible.

Because NACADA believes that there is considerable strength in diversity, the selection committee strongly encourages applications from groups under-represented in the Association and its leadership.

Application Components:

1. **Completed [Online Application Form](#).**
2. **Resume/Vita.** Please limit entries to material that pertains directly to academic advising, presenting relevant information from the nominee's overall resume/vita.
3. **Current Job Position Description or List of Job Responsibilities**
4. **Professional Development Summary**
 - List ALL professional activities and institutional organizations (including NACADA) in which you have participated. Please include conferences attended, presentations, committees, commissions, etc.
5. **Summer Institute Participation**
 - List and describe the goals you hope to accomplish by participating in the Summer Institute.
 - How will your participation in this institute help you grow as a professional?
 - In what ways would you like to extend your involvement in NACADA?
6. **Letters of Recommendation.**
 7. A required component of the application materials submitted for this award is two letters of recommendation from your institution's officials, at least one of which must include a statement of financial support for your travel if you are awarded a scholarship by NACADA. These letters **must** be on **institutional letterhead and uploaded to the online submission site**. Please submit application no later than the **May 1, 2012 deadline**.

If you have any questions, call NACADA at (785) 532-5717 or send an e-mail to nacada@ksu.edu.

NACADA Graduate Student Regional Conference Scholarship

Selection and Eligibility Criteria:

1. The applicant must:
 - be a current NACADA student member at the time of scholarship application or be willing to join if receiving the scholarship. (**Note:** Student membership requires certification that the student is currently enrolled and is **not** fully employed in an advising position is required.) Please see the NACADA Student Membership Application Form.
 - demonstrate an interest in advising as a profession.
 - provide a description of goals to be accomplished through participation in the NACADA Regional Conferences.
2. Previous Graduate Student Regional Conference scholarship recipients and Regional Conference scholarship recipients are **not** eligible.

Because NACADA believes that there is considerable strength in diversity, the selection committee strongly encourages applications from groups under-represented in the Association and its leadership.

Application Components:

1. **Completed [Online Application Form](#).**
2. **Advising Resume/Vita.** Please limit entries to material that pertains directly to academic advising, presenting relevant information from the nominee's overall resume/vita.
3. **Current area of study and career goals**
4. **Regional Conference Participation**
 - List and describe the goals you hope to accomplish by attending the Regional Conference.
 - In what ways would you like to extend your involvement in NACADA?
 - Describe your interest in advising as a profession and your decision to pursue this career path
5. **Letters of recommendation**
 - A required component of the application materials submitted for this award is two letters of recommendation from your institution's officials, at least one of which must be an instructor in your field of study. These letters **must** be on **institutional letterhead**. Please upload these letters and other application requirements no later than the **specified** deadline(s).
6. **Graduate Transcript**
 - Please upload copies of Graduate Transcripts and black out any sensitive information.
7. **Reflection Statement**
 - Scholarship winners will be required to submit a short reflection statement regarding his/her experience at the regional conference. This paper should not exceed one page in length and will be due within one month following the regional conference attended. The reflection statement will be posted to the Awards website.

Please check the [nacada wards website](#) for deadline.

Scholarship awards will be announced shortly after the deadline. If you have any questions, call NACADA at (785) 532-5717 or send an e-mail to nacada@ksu.edu.

NACADA Graduate Student Annual Conference Scholarship

Selection and Eligibility Criteria:

1. The applicant must:
 - be a current NACADA student member at the time of scholarship application or be willing to join if receiving the scholarship. (**Note:** Student membership requires certification that the student is currently enrolled and is **not** fully employed in an advising position is required.) Please see the [NACADA Student Membership Application Form](#).
 - demonstrate an interest in advising as a profession.
 - provide a description of goals to be accomplished through participation in the NACADA Annual Conferences.
2. Previous Graduate Student Annual Conference scholarship recipients are **not** eligible.

Because NACADA believes that there is considerable strength in diversity, the selection committee strongly encourages applications from groups under-represented in the Association and its leadership.

Application Components:

1. **Completed [Online Application Form](#).**
2. **Advising Resume/Vita.** Please limit entries to material that pertains directly to academic advising, presenting relevant information from the nominee's overall resume/vita.
3. **Current area of study and career goals**
4. **Annual Conference Participation**
 - List and describe the goals you hope to accomplish by attending the Annual Conference.
 - In what ways would you like to extend your involvement in NACADA?
 - Describe your interest in advising as a profession and your decision to pursue this career path
5. **Letters of recommendation**
 - A required component of the application materials submitted for this award is two letters of recommendation from your institution's officials, at least one of which must be an instructor in your field of study. These letters **must** be on **institutional letterhead**. Please upload these letters and other application requirements no later than the **specified** deadline(s).
6. **Graduate Transcript**
 - Please upload copies of Graduate Transcripts and black out any sensitive information.
7. **Reflection Statement**
 - Scholarship winners will be required to submit a short reflection statement regarding his/her experience at the Annual conference. This paper should not exceed one page in length and will be due within one month following the Annual conference attended. The reflection statement may be posted to the Awards website.

Please check the [nacada awards website](#) for deadline.

Scholarship awards will be announced shortly after the deadline. If you have any questions, call NACADA at (785) 532-5717 or send an e-mail to nacada@ksu.edu.

NACADA Graduate Student Research Symposium Scholarship

Selection and Eligibility Criteria:

3. The applicant must:
 - be a current NACADA student member at the time of scholarship application or be willing to join if receiving the scholarship. (**Note:** Student membership requires certification that the student is currently enrolled and is **not** fully employed in an advising position is required.) Please see the [NACADA Student Membership Application Form](#).
 - demonstrate an interest in advising as a profession.
 - provide a description of goals to be accomplished through participation in the NACADA Research Symposiums.
4. Previous Graduate Student Research Symposium scholarship recipients are **not** eligible.

Because NACADA believes that there is considerable strength in diversity, the selection committee strongly encourages applications from groups under-represented in the Association and its leadership.

Application Components:

1. **Completed [Online Application Form](#).**
2. **Advising Resume/Vita.** Please limit entries to material that pertains directly to academic advising, presenting relevant information from the nominee's overall resume/vita.
3. **Current area of study and career goals**
4. **Research Symposium Participation**
 - List and describe the goals you hope to accomplish by attending the Research Symposium.
 - In what ways would you like to extend your involvement in NACADA?
 - Describe your interest in advising as a profession and your decision to pursue this career path
5. **Letters of recommendation**
 - A required component of the application materials submitted for this award is two letters of recommendation from your institution's officials, at least one of which must be an instructor in your field of study. These letters **must** be on **institutional letterhead**. Please upload these letters and other application requirements no later than the **specified** deadline(s).
6. **Official Graduate Transcript**
 - Please upload copies of Graduate Transcripts and black out any sensitive information.
7. **Reflection Statement**
 - Scholarship winners will be required to submit a short reflection statement regarding his/her experience at the Research Symposium. This paper should not exceed one page in length and will be due within one month following the Research Symposium attended. The reflection statement will be posted to the Awards website.

Submission Procedures: Submit this Nomination Form and all supporting material **via e-mail attachment to arrive no later than the deadline noted on the scholarship website**. E-mail this file attachment to nacada@ksu.edu with “**Graduate Student Research Symposium Scholarship**” as the subject line. Paper copies **will not** be accepted.

Scholarship awards will be announced shortly after the deadline. If you have any questions, call NACADA at (785) 532-5717 or send an e-mail to nacada@ksu.edu.

NACADA Retiree Recognition

NACADA recognizes members upon their retirement for their service and dedication to the field of advising.

Names of persons retiring during the past or upcoming academic year may be submitted to NACADA for recognition at the National Conference during the Awards Ceremony. Retirees will receive a special NACADA Emeritus lapel pin. The following information can be submitted online at <http://nacada.ksu.edu/conferences/awards/NM01Login.php>.

Name of Retiree

Position Title (prior to retirement)

Institution from which retiring

Home address (street address please)

Home City, State/Province, Postal Code, Country

E-mail address

Retirement Date (month/year) _____
Number of years in advising profession

Submitted by: Name _____

E-mail _____

* Individuals who retired in the calendar year prior to the nominating year are eligible for consideration.

Please submit the online form or send a completed copy of this printed form **by Monday, June 1, 2012** to:

National Academic Advising Association
Kansas State University
2323 Anderson Ave., Suite 225
Manhattan, KS 66502-2912
(785) 532-5717
FAX (785) 532-7732
E-mail: nacada@ksu.edu

NOTE: If this completed form is submitted by the deadline noted above, the retirees' names will be printed in the conference awards program. However, they will still receive a lapel pin if submitted later.

NACADA Research Grants

The National Academic Advising Association has a long history of supporting research about academic advising. At present the Association, through its Research Committee, has a particular interest in soliciting proposals involving such topics at the following:

- Conceptual studies of academic advising from the viewpoint of other academic disciplines to analyze the relation of disciplines to the practice of academic advising or to advance our understanding of academic advising.
- Speculative studies examining the role of academic advising in meeting the learning mission of higher education or examining the role of academic advising in preparing students for citizenship in a democratic society. Such studies can be thought of as advancing a philosophy of advising.
- Research examining the specific factors or characteristics involved in effective academic advising and development of assessment procedures using these identified factors or characteristics as outcome measures. Such studies can be thought of as advancing the pragmatics of advising.
- Identification of specific student-learning outcomes as measures of successful academic advising. Included would be delineation of pre- and post-measures to evaluate as benchmarks of student learning that clearly relate directly to the academic advising interaction and process. The committee's complete research agenda can be found at www.nacada.ksu.edu/Clearinghouse/Research_Related/researchagenda.htm.

Research Grants are managed entirely by the NACADA Research Committee. Two submission cycles per year have been implemented for these grants.

For more information on grant proposal guidelines, submission procedures, and deadlines, visit the NACADA website at www.nacada.ksu.edu/Clearinghouse/Research_Related/Grant-Guidelines.htm, or contact NACADA at (785) 532-5717 or nacada@ksu.edu.

Questions concerning the Research Support Program can also be directed to the NACADA Research Committee Chair -
Janet Schulenberg
Senior Undergrad Studies Advisor, Coordinator of FTCAP Program
The Pennsylvania State University
129 Grange Bldg
University Park, PA 16802
jks142@psu.edu

Important Events to Remember

2012 Annual Conference, Gaylord Opryland, Nashville, TN, October 4-7, 2012

NACADA Winter Seminar, Hilton DoubleTree Hotel, San Diego, CA, February 13-14, 2012

Academic Advising Administrators' Institute, Hilton DoubleTree Hotel, San Diego, CA, February 9-11, 2012

Assessment of Academic Advising Institute, Hilton DoubleTree Hotel, San Diego, CA, February 15-17, 2012

<i>2012 Regional Conferences</i>	<i>Date</i>	<i>Location</i>
Northeast Region 1:	March 21-23	Foxwoods/MGM Grand, CT
Mid-Atlantic Region 2:	March 21-23	Annapolis, MD
Mid-South Region 3:	April 12-14, 2012	Charlotte, NC
Southeast Region 4:	March 11-13	Miami, FL *Int'l Conference*
Great Lakes Region 5:	April 11-13	Akron, OH
North Central Region 6:	May 2-4	Minneapolis, MN
South Central Region 7:	March 4-6	Rogers, AR
Northwest Region 8:	March 18-20	Portland, OR *with International mtg the 17th
Pacific Region 9:	March 7-9	Las Vegas, NV
Rocky Mountain Region 10:	Feb 29-March 2	Provo, UT

**for updated 2012 Regional Conference and Research Symposium information, visit
<http://www.nacada.ksu.edu/Events/Conferences/Regional/upcoming.htm>*

<i>2012 Summer Institutes</i>	<i>Date</i>
Austin, Texas	June 24-29
Louisville, Kentucky	July 29-Aug 3

NACADA Web Events

Learn more and register at <http://www.nacada.ksu.edu/Webinars/events.htm>

Sponsoring Organization

The National Academic Advising Association (NACADA), founded in 1979, promotes the quality of academic advising in institutions of higher education. NACADA is dedicated to the support and professional growth of academic advisors and the advising profession. Through its publications and meeting, NACADA provides a forum for discussion, debate, and the exchange of ideas regarding the role of advising in higher education.

For more information about the Awards Program, ordering publications, such as the monographs and the *NACADA Journal*, or other professional development activities sponsored by NACADA, please contact:

National Academic Advising Association
Kansas State University
2323 Anderson Ave., Suite 225
Manhattan, KS 66502-2912
(785) 532-5717
Fax: (785) 532-7732
E-Mail: nacada@ksu.edu
Web: www.nacada.ksu.edu