

Full Name of Nominee \_\_\_\_\_

For Contributions to (Division, Cluster, Specific Commission or Interest Group):

Name of Cluster/Commission/Interest Group: \_\_\_\_\_

Title \_\_\_\_\_

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

Institution \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State/Province \_\_\_\_\_ Postal Code \_\_\_\_\_ Country \_\_\_\_\_

Telephone ( ) - Fax ( ) - E-mail \_\_\_\_\_

**NOMINEE BACKGROUND:** Is nominee a current member of NACADA:  Yes  No

# of years as a NACADA member: \_\_\_\_\_ # of years as member of this commission/interest group: \_\_\_\_\_

**NOMINATOR(s)**

Name(s) \_\_\_\_\_

Title \_\_\_\_\_

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

Institution \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State/Province \_\_\_\_\_ Postal Code \_\_\_\_\_ Country \_\_\_\_\_

Telephone ( ) - Fax ( ) - E-mail \_\_\_\_\_

Please provide the following information in the order listed below (including letters):

1. **This completed nomination form**
2. **Supporting letter from the nominator**, providing evidence of nominee's
  - a) Active participation in commission, interest group, and/or steering committee activities
  - b) Length of commission or interest group membership
  - c) Length of NACADA membership
  - d) Presentations at annual/regional/state conferences on CIG-related topics
  - e) CIG-related contributions to the NACADA Journal, Academic Advising Today, and other publications
  - f) Contributions to the local campus in support of NACADA goals and objectives
  - g) General willingness to work on commission, interest group, cluster and/or division needs and tasks such as:
    - Recruiting NACADA members to participate in CIG-related projects
    - Recruiting conference speakers to give presentations on CIG-related topics
    - Evaluating conference proposals for the CIG division
  - h) Other appropriate examples of contributions and commitment to the specific goals and objectives of a commission, interest group, or cluster.
3. **Letters of support from commission colleagues** (not to exceed three letters)

Nominations must be submitted via the *submission portal* at <http://nacada.ksu.edu/conferences/awards/NM01Login.php> no later than April 1, 2016.

Please visit <http://www.nacada.ksu.edu/Events-Programs/Awards/CIG-Service-Awards.aspx> for further information.

Awards will be announced after May 31, 2016. If you have any questions, call NACADA at (785) 532-5717 or send an e-mail to [elshaffer@ksu.edu](mailto:elshaffer@ksu.edu)