

Outstanding Academic Advisor Award

Eligibility: Full – or part-time academic support personnel or faculty members responsible for the academic advising of undergraduate students and assigned a caseload of academic advisees. The pool of nominees will consist of the previous year’s Advisor of the Month Award winners. The period of service covered by the award is Spring 2018 semester through Fall 2018 semester. It is expected that nominees will be employed at WIU during the 2019-2020 academic year.

Criteria: The nominating/support letters should document excellence in two or more of the following categories:

1. Service to students as an advisor.
2. Student perception of advisor’s abilities based on evaluations.
3. Size, composition, and effective management of caseload with emphasis on qualitative management.
4. A specific instance where an advisor went “above and beyond” for an advisee.
5. Knowledge of advising principles and University rules and regulations.
6. A specific instance where an advisor used a “best practice” in dealing with a student.
7. Meeting student needs beyond the expectations of the position.

Procedure: Nomination materials should be submitted to the Chair of the Council of Academic Advisors Awards & Recognitions Committee, Kelly A. Morris, 024 Memorial Hall. Each nomination/support letter should describe the nominator’s perception of the advisor’s effectiveness. The nomination materials must include at least two letters of support, no more than 5, secured by the nominee. All support letters should be collected by the nominee and submitted at one time to Kelly, 024 Memorial Hall. The COAA Awards & Recognition Committee will not be responsible for the assembly of nomination packets. Letters of support from students are encouraged. If the original nominator is not the department chair or supervisor of the nominee, the nominee should ask the chair or supervisor to submit in writing his/her perceptions of the advisor’s effectiveness.

Award: The recipient will receive a \$250 cash award from the Office of the Provost, \$250 in line expenditures, and a plaque from the Center for Innovation in Teaching and Research. Selection will be made by the Outstanding Academic Advisor Award Committee: Chair and Vice-chair of the COAA, the COAA Awards & Recognition Committee, previous year’s award recipient and an appointee from the Student Services and Faculty Senate. The award winner’s nomination materials will then be adapted and submitted to the National Academic Advising Association (NACADA) for consideration of their Outstanding Advising Award. The runner up will have their application materials adapted and submitted to ILACADA for consideration of their Outstanding Academic Advisor Award.

Deadline for nomination materials: March 17, 2019