

The Provost's Excellence in Advising Award

Purpose:

The Boise State University Provost's Excellence in Advising Award recognizes members of the university community who demonstrate excellence in advising undergraduate students. The awards are given annually to one faculty advisor in each college, one professional advisor and one peer advisor. The awards are announced to the university community by email, published in the University Update and presented at a reception, hosted by the Provost.

Call for Nominations:

Each October, Advising and Academic Enhancement notifies faculty, staff, and undergraduate students regarding the opportunity to nominate someone in an advising role for the Excellence in Advising Award. Award criteria, procedures and nomination forms are posted on the University Academic and Career Advising website, <http://academicadvising.boisestate.edu>.

Eligibility:

Nominees must be employed by Boise State University and have a minimum of two years advising experience. Past award recipients are eligible but are not considered for selection if the award was received within the last three years.

Categories:

- * Full-Time Official Faculty Advisor (one in each college)
- * Professional Academic Advisor/Coordinator/Counselor or Administrator whose primary job responsibility is advising undergraduate students (university-wide)
- * Peer Advisor (university-wide)

Criteria:

Nominations must provide evidence of effective advising qualities and practices that distinguish the nominee as an outstanding advisor. The committee will look for nominees who have made a significant contribution to advising at Boise State. Winners:

- * Demonstrate an understanding of the Academic and Career Advising Mission and Philosophy
- * Exhibit a respectful, caring and compassionate attitude toward students
- * Help students develop appropriate educational plans while assisting with clarification of career and life goals
- * Are knowledgeable about and sensitive to policies and procedures
- * Contribute to the institutional development of academic advising by participating in and support advisor development programs

Procedure:

- 1) Nominations are accepted through the early December.
- 2) The Selection Committee notifies nominees who meet the eligibility criteria.
- 3) The nominee's supervisor, director, department chair, or peer (as appropriate) is contacted to provide a letter of support addressing the above-stated criteria.

- 4) Nominees are asked to provide a personal statement affirming their commitment and addressing the above-stated criteria.
- 5) Selection Committee reviews all completed nominations and makes initial selection, to be reviewed by Department Chair, Dean and Associate Dean of respective college.
- 6) Nominees are notified of selection.
- 7) Awards are presented at reception in January.

The Award:

Faculty and professional recipients receive an honorarium of \$750 (peer advisors receive \$250) and an engraved desk clock/card holder. The recipients' names are also engraved on a plaque and displayed in the Student Union.

Selection Committee Members:

Chair of University Advising Council
1 member from University Advising Council
2 faculty representatives
1 student representative
2 past award winners

In the event a committee member is nominated for the award, a replacement from the University Advising Council will be obtained. Final selections are reviewed and approved by Department Chair, Dean and Associate Dean of the respective college.

Calendar:

Late September - nomination announcement to faculty, students and staff
Early December - nomination submission deadline
December - collect letters of support and personal statements
Early January - review nominations and supporting materials; notify winners of awards
Late January - present awards at reception

Coordination:

Nomination forms, letters of support and personal statements and questions sent to:
Advising and Academic Enhancement, Gateway Center
ATTN: Kimber Shaw, Director
2055 University Drive, MS1150
Fax: 426-4228