



Date: August 31, 2017

To: UNLV Campus Community

From: Carl L. Reiber
Senior Vice Provost

RE: CALL FOR NOMINATIONS – 2017-18 UNLV Academic Advisor Award and Nevada Regents' Academic Advisor Award

The Office of the Senior Vice Provost is pleased to announce the opening of the nomination period for the 2017-18 UNLV Academic Advisor Award and Nevada Regents' Academic Advisor Award. UNLV will award one (1) undergraduate advisor and one (1) graduate advisor award, each will carry with it a \$1,000 stipend.

The recipients of the UNLV Academic Advisor Award (undergraduate and graduate) will become eligible for the Nevada Regents' Academic Advisor Award that is given to faculty or staff members with distinguished records of student advisement. **Nominations, including the completed application packet, for the UNLV Academic Advisor Award and Regents' Academic Advisor Award are invited through 5:00 p.m., Friday, September 22, 2017**, in the Office of the Senior Vice Provost (FDH 706).

Two (2) Nevada Regents' Academic Advisor Awards for \$5,000 will be granted from the recipients of the NSHE universities and state college awards; one for undergraduate advisement and one for graduate advisement. Although this award is intended for an individual, a group who by their collaboration has made outstanding contributions in academic advisement may be recognized as well.

I. NOMINATION

Each nomination must contain the following information only:

- A. Formal letter of nomination from a NSHE employee or student, adhering to the following guidelines:
 - 1. The nomination letter must address how the candidate accomplished a significant record of excellence in student advising that is worthy of recognition by the Board of Regents.
 - 2. The letter must address clear evidence of the following:
 - a. Ability to communicate effectively with students;
 - b. Effective advising;
 - c. Advising material or tools that the candidate developed; and
 - d. The candidate's advising philosophy.
- B. NSHE Nomination form.
- C. Other supplemental materials as detailed on the nomination form.

II. Length of Service

Candidates must have at least five (5) years of cumulative service in the NSHE by the date of nomination in order to be considered for the awards.

All nominations must be submitted in writing on behalf of the advisor. The instructions and required nomination form may be downloaded at <http://www.unlv.edu/provost/awards-recognition>.

Your assistance in identifying nominees would be greatly appreciated. The award is open to "full-time faculty, professional staff, and classified staff who provide academic advisement as part of their regular

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assignments or who provide academic advisement as their primary assignments.” UNLV winners will be notified by March and recognized at the academic recognition ceremony typically held in April.

Please feel free to share this memorandum with faculty and staff and encourage them to identify worthy nominees. If you have questions about these awards, please contact Nicole Makarchuk at Nicole.Makarchuk@unlv.edu.

CR:kf/tm

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