**2024 Recognition Awards**

**Submission** **Deadline: 5:00 p.m. on Monday, February 5, 2024.**

**Submit nominations via email to: Nominee’s** [**academic chair or director**](https://cas.wsu.edu/about-the-college/academic-chairs-directors/)**.**

Inquire well in advance of the deadline for unit-specific nomination processes or guidelines.

**Excellence in Graduate Advising and Mentoring Award**

**Purpose:** Recognizes faculty who are effective graduate advisors and mentors; enrich the student-professor relationship through outstanding support, guidance, and knowledge within the discipline; and enable their students to complete their degree programs in a timely and scholarly manner.

**Criteria:** Exemplary performance as a graduate advisor and mentor, including a range of high-quality advising activities, the development of educational plans for students, and mentoring contributions above and beyond typical advising activities and responsibilities, as well as providing support for students during their studies and beyond graduation.

**Specific eligibility:** Faculty at any rank who have chaired at least six WSU graduate student committees.

**Required Materials**

All nomination packets must include the following materials **in a single PDF file**:

* **CAS Award Nomination Form**

See next page for award-specific form. Do not include this instruction page.

* **Nomination Letter** (Limit of two pages)

A broad description of why the nominee is deserving of the award. Cite specific examples of relevant accomplishments, with a particular focus on mentoring and positive student outcomes.

* **Nominee’s Curriculum Vitae Limit**

10 pages.

* **Supplemental Materials**

Include additional documentation of outstanding accomplishments in advising, mentoring, and teaching as appropriate. Course evaluations and at least one letter of support or testimonial from a student are required. Limit the course evaluation report to score summaries and selected comments and a maximum of three pages.

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**Questions?**

Contact the Office of the Dean at cas.awards@wsu.edu.

**Excellence in Graduate Advising and Mentoring Award**

**2024 Award Nomination Form**

*Nominations are due to nominee’s chair or director by 5:00 p.m. on Monday, February 5, 2024.*

**Nominee:**

**Title:**

**Department/School/Program:**

**Campus Zip:**

**Office Phone:**

**WSU E-mail:**

**Date of first faculty appointment at WSU:**

**Nominator:**

**Title:**

**Department/School/Program:**

**E-mail:**

 **Campus Zip:**

***FOR CHAIRS AND DIRECTORS ONLY***

I electronically endorse and support the above-named nominee for the Excellence in Graduate Advising and Mentoring Award.

**Nominee’s WSU ID:**

**Chair/Director:**

**Date:**

A confirmation email will be sent to the chair/director after the complete nomination packet has been received by the Office of the Dean.