

SUBJECT: CNR Advisor of the Year Selection

Responsibility: Dean's Office

Attached is a description of the procedures for selecting the 2009 CNR Advisor of the Year. The CNR tradition is to have last year's Advisor of the Year head a committee of the previous two recipients, plus at least three students, to select the current year's candidate. Katie Santini is the CNR Senator and should be your contact for selecting the students on your committee.

Our policy is that recipients of the CNR award for the past five years or the USU Robins award (ever) are not eligible. Those ineligible for the award this year are:

2008	Robert Schmidt
2007	Ted Alsop
2006	Gene Schupp
2005	Wayne Wurtsbaugh
2004	Layne Coppock
2003	Chris Luecke (Robins recipient--ineligible for life!)
2002	Mark Brunson
1996	Helga Van Miegroet (Robins recipient--ineligible for life!)

Nomination packets and all support materials need to be turned in to the Provost's Office by February 13. To allow adequate time for the CNR nominee to assemble materials, **selection should be made by February 9**. It is often uncomfortable for the recipient to ask for letters of support, so it's nice if you or someone in your office can help gather information for the nomination packet. I have examples of previous packets here in NR 108.

After making a selection, please meet with the Dean to ensure that he verifies eligibility and approves of the candidate before announcing our nomination.

Cash Award - \$500.00