

## 2020 Distinguished College Administrator Award

The Distinguished College Administrator Awards will be awarded to college vice presidents, deans, or directors serving at a postsecondary institution with an active Phi Theta Kappa chapter. Nominees should have served in their position for at least three years as of December 5, 2019 and demonstrated during their tenure a strong level of support for the Society.

Up to 25 Distinguished College Administrator Awards may be presented each year. A college administrator may receive this award only once. Each chapter may submit one nominee annually for the Distinguished College Administrator Award. College presidents, campus CEOs and state community college directors are **not** eligible for this award. ***Active Phi Theta Kappa advisors are not eligible and should be nominated for an advisor award.***

Award recipients will be notified by February 15, 2020. Attendance at PTK Catalyst, Phi Theta Kappa's annual convention, is NOT required for acceptance of the award; however, Catalyst Registration will be waived for those who are able to attend. Award recipients are responsible for making their own hotel reservations and travel arrangements. For award recipients unable to attend PTK Catalyst, the award will be sent directly to the chapter advisor for presentation during an appropriate occasion.

**DEADLINE: Thursday, December 5, 2019 at 5:00 pm Central Time**

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### Nominee Information:

Name (Salutation, First, Last)

Title

College

Address

Email

Phone

Start date as College Administrator at this Institution (month/year)

Phi Theta Kappa Region

College Public Relations, Media Affairs or Public Information Office (Name, Email, and Phone)

Administrative Assistant (if applicable) (Name, Email and Phone)

***Word Count Limit: 400 words per question***

**1. What are the three most important ways the nominee has supported Phi Theta Kappa?**

**2. Provide any specific examples of how the nominee has increased the awareness and accessibility of Phi Theta Kappa membership on your campus.**

**3. Provide up to three specific examples of how the nominee encourages student success.**

**4. Mark all items reflecting the level of support provided by the nominee:**

### Recognition of Academic Achievement

Regularly promotes Phi Theta Kappa on campus and at campus convenings

Promotes a culture of aspiring to become a Phi Theta Kappa member

Dedicates resources from registrar to assist with member recruitment  
Dedicates resources from marketing to assist with member recruitment  
Assists in PTK awareness with signed invitation letters/social media/other  
Provides funds (operational or foundation) to subsidize membership for those who cannot afford it  
Encourages faculty recognition of PTK members in their classrooms

### **Opportunities for Student Growth**

Provides funding for student attendance and travel to regional events  
Provides funding for student attendance and travel to international events  
Promotes student participation/application of PTK scholarships  
Integrates Phi Theta Kappa into student success initiatives on campus  
Provides meaningful ways for students to lead on campus

### **Advisor Support**

Appoints advisors who are actively engaged in student success  
Provides funding for advisor travel to regional and international events  
Provides a stipend or release time for advisor participation in PTK  
Dedicates physical space to the advisor and/or chapter members  
Provides staff support for chapter administration  
Regularly recognizes advisors as champions of student success

### **Chapter Interaction**

Attends chapter induction ceremonies  
Meets with chapter leaders to discuss projects on campus  
Provides additional leadership opportunities for chapter members/officers  
Attends chapter meetings  
Recognizes the chapter and/or chapter leaders for their achievements  
Facilitates chapter presentations at local high schools or other community venues

### **Advocacy for PTK Outside of Campus**

Participates in the All-USA Program  
Regularly attends the All-State Program  
Advocates or secures transfer scholarships for PTK members  
Advocates or secures workforce scholarships/internships for PTK members  
Attends Regional Meetings  
Attends International Events (Convention and/or Honors Institute)