

UNIVERSITY OF SOUTHERN INDIANA STUDENT LEADERSHIP AWARDS AND RECOGNITION

Each year, the University of Southern Indiana and the Office of Student Development Programs recognizes the achievements of its outstanding student leaders, advisors and student organizations. Once again, these amazing individuals and organizations will be honored at the annual *Student Leadership Awards and Recognition Ceremony* beginning at 6 p.m. on Wednesday, April 15, 2009 in Carter Hall.

Included in this Awards Application Packet is the following information:

- Descriptions of each award, including criteria
- Student Leadership Awards Application Cover Sheet
- Student Leadership Awards Nomination Form
- Student Leadership Awards Recommendation Form
- Student Leadership Awards Student Organization Academic Achievement Award Form
- Student Leadership Awards Campus Collaboration Award Form
- Sample Activities Resume
- Guide to completing an Organizational Portfolio

Applications will be evaluated by the Student Development Advisory Committee. This committee is comprised of USI faculty, administrators, and students.

Awards are separated into the following five (5) categories:

Individual Awards

- All Campus Student Achievement Award
- Vice President for Student Affairs Top Student Leaders
- Emerging Leader Award

Individual Scholarships

- Robert L. Moore Scholarship
- Alpha Omega Psi Alumni Memorial Scholarship
- Sherianne Standley University Service Scholarship

Individuals in Student Organization Leadership

- President of the Year
- Advisor of the Year
- Silent Inspiration Award

Organizational Awards

- Outstanding New Student Organization
- Outstanding Student Organization
- Student Organization Academic Achievement Award

Student Organization Programming Awards

- Outstanding Contribution by a Student Organization
- Campus Collaboration Award
- Program of the Year

Separate forms must accompany each award for which you are applying.

All application materials should be submitted to the Office of Student Development Programs, UC 015 by

4:30 p.m. Monday, March 2, 2009

There are no exceptions to the deadline.

If you have any questions about the awards application, call the Office of Student Development Programs at (812) 465-7167. All award application materials are also available on-line at:

<http://www.usi.edu/leadership/awards.asp>

UNIVERSITY OF SOUTHERN INDIANA
STUDENT LEADERSHIP AWARDS AND RECOGNITION
INDIVIDUAL AWARDS

*Students applying for the All Campus Student Achievement award, the Vice President for Student Affairs Top Student Leaders award, and the Emerging Leader of the Year award should submit seven (7) copies of the following:
Application Cover Sheet, Activities Resume, Recommendation Form*

ALL CAMPUS STUDENT ACHIEVEMENT AWARD

This award is given annually to one male and one female student having completed seventy-five (75) or more credit hours of course work on the USI campus and having a minimum cumulative GPA of 3.00. Selection is based upon *academic achievement, service to the community, and participation in co-curricular and extracurricular activities* during their career as a student at USI.

VICE PRESIDENT FOR STUDENT AFFAIRS TOP STUDENT LEADERS AWARD

This award is presented by the Vice President for Student Affairs to students who have made a *significant impact* within the University through their leadership within campus organizations. Students must be currently enrolled at the University and have a minimum cumulative GPA of 2.75. Selection is based upon demonstrated excellence within an elected or appointed leadership role.

EMERGING LEADER OF THE YEAR

This award is presented to one first-year student leader and one second-year student leader who has shown outstanding participation in extracurricular activities at USI and potential to have a positive impact as a leader on the University community. Students must be currently enrolled at the University and have a minimum cumulative GPA of 2.50.

UNIVERSITY OF SOUTHERN INDIANA
STUDENT LEADERSHIP AWARDS AND RECOGNITION

AWARDS FOR INDIVIDUALS IN STUDENT
ORGANIZATIONS

If nominating an individual for the Silent Inspiration award, the Student Organization Advisor of the Year, or the Student Organization President of the Year, please submit seven (7) copies of the following: Nomination Form.

SILENT INSPIRATION AWARD

This award is given to a student who has served his or her organization in an unassuming and quiet manner. This award is for a student who has not yet held a leadership role, but through a commitment of time and energy he or she has made an impact on the organization and the University community. The student is nominated by his/her peers or advisor for this award, without the nominee's knowledge.

Include a recommendation written by a member(s) of the student organization addressing the following:

- In what capacities has the nominee served your organization?
- Why do you feel the nominee is deserving of this award?

STUDENT ORGANIZATION ADVISOR OF THE YEAR

This award is to honor the student organization advisor who has demonstrated outstanding contributions with his/her time and expertise. Student organizations can nominate any individual who has volunteered his/her time to advise the organization outside of their regular duties at the University.

Include a recommendation written by a member(s) of the student organization addressing the following:

- What has the nominee done in an advisory capacity that makes him/her an exceptional advisor?
- In what ways has the nominee influenced the lives of students in the organization?

STUDENT ORGANIZATION PRESIDENT OF THE YEAR

This award is to honor a student organization president who has shown exceptional commitment to his/her organization. Qualified candidates will possess strong leadership skills, a high degree of integrity, and have had an overall positive impact on their organization.

Include a recommendation written by a member(s) of the student organization addressing the following:

- What has the nominee done that has been innovative for your organization?
- What specific qualities does the nominee possess that makes him/her outstanding?

UNIVERSITY OF SOUTHERN INDIANA STUDENT LEADERSHIP AWARDS AND RECOGNITION

INDIVIDUAL SCHOLARSHIPS

*Students applying for the Individual Scholarships should submit seven (7) copies of the following:
Application Cover Sheet, Activities Resume, Recommendation Form*

ROBERT L. MOORE SCHOLARSHIP

The Robert L. Moore Scholarship a memorial tribute to Bob Moore, a 1976 USI graduate. Created in 1985 through donations from Alpha Omega Psi Alumni and the Moore family to remember Bob for his perseverance in his fight against cancer, it serves as a tribute to Bob's positive attitude, sense of unselfishness and his constant concern for others in spite of his own deteriorating health. It is awarded annually to the person who best meets the qualities and spirit always demonstrated by Bob Moore.

The Robert L. Moore Scholarship for \$450 will be awarded to a current USI student (to be used by a sophomore, junior or senior during the 2009-2010 academic year) who best demonstrates Bob Moore's commitment to, and involvement in, USI student life and campus activities. The recipient is chosen by the Student Development Advisory Committee.

ALPHA OMEGA PSI ALUMNI MEMORIAL SCHOLARSHIP

The Alpha Omega Psi Memorial Scholarship was first awarded in 2001 through donations from the Alpha Omega Psi Alumni chapter. Alpha Omega Psi was a local social fraternity at USI from 1969 until they affiliated with Alpha Kappa Lambda national fraternity in January of 1987. The purpose of Alpha Omega Psi, to establish an atmosphere of fellowship; to strengthen the bonds of brotherhood; to be of service to the community; to aid in the development of its members and to promote the system of higher education, is still carried on by alumni of the original group.

Three \$500 each Alpha Omega Psi Alumni Memorial Scholarships will be awarded to three students (to be used during the student's sophomore, junior or senior year during the 2009-2010 academic year) who demonstrates exceptional commitment to and involvement in USI student life and campus activities. The recipient is chosen by the Student Development Advisory Committee. The award may be used for tuition, fees, and/or books.

SHERRIANNE STANDLEY UNIVERSITY SERVICE SCHOLARSHIP

The Sherrienne Standley University Service Scholarship was awarded for the first time in 2008. The USI Alumni Association created and funds this award as a tribute to Standley who retired as VP of USI Advancement in 2007. The award was presented to Standley in grateful recognition of her tireless dedication to and always enthusiastic support of the University and its alumni, her unflagging commitment to excellence in every endeavor, and her stellar representation of the university to the community. It is awarded annually to a student who demonstrates commitment to university and community service activities as well as to academic achievement. This year, **one** Sherrienne Standley University Service Scholarship will be given in the amount of \$1,500.

The Sherrienne Standley University Service Scholarship will be awarded to a current USI student (to be used by a sophomore, junior, or senior during the 2008-2009 academic year) who best demonstrates exceptional commitment to and involvement in USI campus activities, community activities, and academic achievement. The recipient is chosen by the Student Development Advisory Committee. The award may be used for tuition, fees, and/or books.

UNIVERSITY OF SOUTHERN INDIANA STUDENT LEADERSHIP AWARDS AND RECOGNITION

ORGANIZATIONAL AWARDS

Student organizations applying for the Outstanding New Student Organization Award or the Outstanding Student Organization Award should submit an Organizational Portfolio. "A Guide to Completing an Organizational Portfolio" is included on page 12 of this packet.

OUTSTANDING NEW STUDENT ORGANIZATION

Organizations that apply for Outstanding New Student Organization are not eligible to receive Outstanding Student Organization during the same year. Once an organization has received this award they are no longer eligible for this award in the future.

The *Outstanding New Student Organization* award is presented to a student organization that has been registered at USI for less than two (2) years. *The Outstanding New Student Organization* must be able to demonstrate excellence in its development.

Selection is based on demonstrated success in each of the following categories:

- Membership and leadership development
- Fundraising
- Service to the University and surrounding community
- Campus programming
- University involvement (i.e.: Homecoming, SGA, Student Involvement Fair, etc.)
- Fulfillment of the organization's mission/purpose.

OUTSTANDING STUDENT ORGANIZATION

Organizations are eligible to receive this award only once in five years.

The *Outstanding Student Organization* award is presented to the organization that has made a significant impact on the University community and its members.

Selection is based on demonstrated success in each of the following categories:

- Membership and leadership development
- Campus life enhancement
- Service to the University and surrounding community
- University involvement (i.e.: Homecoming, SGA, Student Involvement Fair, etc.)
- Fulfillment of the organization's mission/purpose

STUDENT ORGANIZATION ACADEMIC ACHIEVEMENT AWARD

The *Student Organization Academic Achievement* award is given in each of the following (5) five categories of organization type:

1. Honorary
2. Professional
3. Service
4. Social
5. Special Interest

The student organization in each category with the highest average cumulative GPA will receive the award. Organizations applying for the *Student Organization Academic Achievement* award must submit one (1) copy of the *Application Cover Sheet* and the *Academic Achievement Award Form* (must list all members' names and USI student ID numbers)

UNIVERSITY OF SOUTHERN INDIANA STUDENT LEADERSHIP AWARDS AND RECOGNITION

STUDENT ORGANIZATION PROGRAMMING AWARDS

Student organizations applying for the Program of the Year Award should submit an Organizational Portfolio. "A Guide to Completing an Organizational Portfolio" is included on page 12 of this packet.

OUTSTANDING CAMPUS CONTRIBUTION BY A STUDENT ORGANIZATION

The *Outstanding Campus Contribution by a Student Organization* is awarded to the student organization who implemented a program or an activity to directly benefit the USI community and its members. These programs or activities encompass the true idea of servant leadership and are done for the intrinsic value of bettering one's own community. The contribution must have taken place between March 3, 2008 and March 2, 2009. Examples of a campus contribution include participation in such service activities as the campus adopt-a-spot program, raising money for scholarships or aid for USI students, organizing donations to be given to Archibald Eagle's Food Closet, participating in the giving tree project, and coordinating a campus clean-up. Applicants should submit eight (8) copies of the *Student Leadership Awards Cover Sheet* and a 1-2 page typed narrative addressing the following selection criteria:

1. The Project
 - What was the project (provide a description – not just the name of the project)?
 - When and where did the project take place?
 - Why did your organization choose this project?
2. Membership
 - Who in your organization took leadership roles in the project and what did those members do?
 - What percentage of the membership participated?
3. Overall Effect of the project
 - What type of effect did the project have on the USI community?
 - Why is the project deserving of the *Outstanding Campus Contribution* award?

CAMPUS COLLABORATION AWARD

The *Campus Collaboration* award has been created to recognize and award student organizations that have collaborated on an all-campus program. The organizations' activities should model the definition of collaboration: to labor together; to act jointly; work side by side; create together; and unite. All organizations involved in the program should work collectively on the completion of the *1-2 page typed narrative*. In addition, all of the organizations' presidents must sign off on the *Campus Collaboration Award Form* stating that their groups did participate in the program and they are aware that the program is being considered for this award. The collaboration must have taken place between March 3, 2008 and March 2, 2009..

Applicants should submit eight (8) copies of the *Student Leadership Awards Cover Sheet*, the *Campus Collaboration Award Form*, and a 1-2 page typed narrative addressing the following selection criteria:

1. Project
 - What was the project (provide a description – not just the name of the project)?
 - When and where did the project take place?
2. Collaboration
 - Why did the organizations decide to collaborate?
 - How were members from all of the groups involved in the planning and implementation of the project?
 - What were the effects that the collaboration had on the project and the members of the organizations?
3. Overall Effect of the project
 - What type of effect did the project have on the USI community?
 - What were the benefits of collaborating with other organizations?
 - Do these organizations plan to collaborate again on future programs, and if so, how?

UNIVERSITY OF SOUTHERN INDIANA STUDENT LEADERSHIP AWARDS AND RECOGNITION

PROGRAM OF THE YEAR

The *Program of the Year* award recognizes a program coordinated by a student organization that has had a significant impact on the University community. The program must have taken place between March 3, 2008 and March 2, 2009.

Organizations applying for the Program of the Year award should submit eight (8) copies of each of the *Student Leadership Awards Cover Sheet* and a 3-4 page typed narrative that should address the following selection criteria.

1. Goals

- What was the program (provide a description of the program)?
- What originated the idea for this program/practice?
- Describe your organization's goals and how the program helped to meet those goals.

2. Planning and Preparation

- Who was the intended target audience?
- What were the intended outcomes of this program?
- Explain any problems that had to be overcome and your responses to them.
- List all campus resources that contributed to the success of the program.
- Include the program's budget and identify funding sources.

3. Publicity and Promotion

- Describe the publicity and promotion strategy used to reach your targeted audience.
- Include pictures or examples of publicity mediums used (posters, flyers, e-mail, chalking, etc).

4. Campus Support

- Please provide two letters of support, one from a faculty member and one from a student. Each letter should elaborate on the value of the program or practice to the educational mission of the institution.

5. Evaluation

- Was the program successful? In what ways was the program successful?
- Based on the outcome of this program, will the program be offered again? If so, describe the most significant changes that will be made when the program is offered again.
- Why is this program deserving of the title "Program of the Year"?

Make additional copies as necessary

UNIVERSITY OF SOUTHERN INDIANA STUDENT LEADERSHIP AWARDS AND RECOGNITION

Application Cover Sheet

Application for:
(Please check one)

<input type="checkbox"/> All Campus Student Achievement	<input type="checkbox"/> Vice President for Student Affairs Top Student Leader	<input type="checkbox"/> Emerging Leader
<input type="checkbox"/> Robert L. Moore Scholarship	<input type="checkbox"/> Alpha Omega Psi Alumni Memorial Scholarship	
<input type="checkbox"/> Sherrienne Standley University Service Scholarship		

****If applying for more than one award, please fill out a separate Cover Sheet for each application!****

Applicant Name: _____ Student ID #: _____

Local Address: _____

Local Phone Number: _____ Email Address: _____

I give the Office of Student Development Programs permission to verify my academic and disciplinary standing with the University.

Signature _____ *Date* _____

DEADLINE: All materials, including recommendations, must be submitted to the Office of Student Development Programs, UC 015 by 4:30pm on Monday, March 2, 2009.

For Office Use Only

Received _____ Application _____ Resume _____ Recommendation Letter _____ Application Complete Y N

Cum. GPA _____ Completed Credit Hrs (Fall 2007) _____ Class Standing _____ Currently Enrolled Y N

Make additional copies as necessary

UNIVERSITY OF SOUTHERN INDIANA STUDENT LEADERSHIP AWARDS AND RECOGNITION

Nomination Form

Nomination forms must be received prior to the 4:30 PM, Monday, March 2, 2009 deadline in the Office of Student Development Programs, UC 015.

**If nominating a student for more than one award, separate nomination forms must be completed.*

Nomination for (select one)	Description of Award (Please tailor the nomination letter to these criteria)
<input type="checkbox"/> President of the Year	This award is to honor a student organization president who has shown exceptional commitment to his/her organization. Qualified candidates will possess strong leadership skills, a high degree of integrity, and have had an overall positive impact on their organization.
<input type="checkbox"/> Advisor of the Year	This award is to honor the student organization advisor who has demonstrated outstanding contributions with his/her time and expertise.
<input type="checkbox"/> Silent Inspiration	This award is given to a student who has served his or her organization in an unassuming and quiet manner. <i>This award is for a student who has not yet held a leadership role, but through a commitment of time and energy he or she has made an impact on the organization and the University community.</i>

Applicant's Name: _____ Student ID #: _____

Local Address: _____

Local Phone Number: _____ Email Address: _____

Based upon the above-mentioned award criteria, please provide a description of this person's qualifications. This description should be provided on another sheet of paper.

Person submitting reference (please print) Title

Signature Department or Organization

Make additional copies as necessary

UNIVERSITY OF SOUTHERN INDIANA STUDENT LEADERSHIP AWARDS AND RECOGNITION

Student Organization Campus Collaboration Award

DEADLINE: All materials, including recommendations, must be submitted to the Office of Student Development Programs, UC 015 by 4:30pm on Monday, March 2, 2009.

Program _____ Date _____

Each organization involved in the above stated program must be listed on this form. In addition, each organizational president must sign the verification statement.

Organization Name: _____

President's Name: _____

President's Phone: _____

As President of my student organization, I verify my organization collaborated with the other organizations listed on this form for the above stated program.

President's Signature _____ Date _____

Organization Name: _____

President's Name: _____

President's Phone: _____

As President of my student organization, I verify my organization collaborated with the other organizations listed on this form for the above stated program.

President's Signature _____ Date _____

Organization Name: _____

President's Name: _____

President's Phone: _____

As President of my student organization, I verify my organization collaborated with the other organizations listed on this form for the above stated program.

President's Signature _____ Date _____

Organization Name: _____

President's Name: _____

President's Phone: _____

As President of my student organization, I verify my organization collaborated with the other organizations listed on this form for the above stated program.

President's Signature _____ Date _____

UNIVERSITY OF SOUTHERN INDIANA STUDENT LEADERSHIP AWARDS AND RECOGNITION

Sample Activities Resume

Archibald Eagle
8600 University Blvd.
812/465-7167
connect@usi.edu

Education

University of Southern Indiana	Evansville, IN	Expected: Spring 2008
Bachelor of Arts	GPA: 3.5/4.0	
Major: Public Relations and Advertising		
Minor: Sociology		

Leadership Experience

President, ABC Fraternity	Spring 2005-Fall 2005
AMIGO	Spring 2005-Fall 2005
VP for Public Relations, Activities Programming Board	Spring 2004-Fall 2004
VP for Finance and Records, Interfraternity Council	Spring 2004-Fall 2004
Chapter Delegate, Interfraternity Council	Spring 2002-Fall 2002

Campus Involvement

ABC Fraternity	Fall 2001-Present
Hispanic Student Union	Fall 2001-Present
PRSSA	Fall 2002-Present
Activities Programming Board	Fall 2003-Present
Interfraternity Council	Spring 2002-Fall 2004
Spring Fest	Spring 2003-Fall 2003
Student Government Association	Fall 2002-Spring 2003

Community Service, Volunteer Work

Habitat for Humanity <i>Women Build Day</i>	Fall 2005
Big Brothers/Big Sisters	Fall 2004-Spring 2005
<i>Susan G. Komen Race for the Cure</i>	Fall 2002-2005

Committee Involvement

T.H.R.E.A.D.S. Committee	Spring 2005-Present
MCC Program Advisor Search Committee	Spring 2004-Fall 2004
Student Development Advisory Committee	Fall 2002-Spring 2003
APB Homecoming Committee	Spring 2003

Professional Associations

American Sociological Association	Spring 2004-Present
Advertising Club of Evansville	Spring 2003-Present
Public Relations Student Society of America	Spring 2003-Present
American Advertising Federation	Spring 2003-Present

Awards, Honors, Scholarships, Achievements

Who's Who Among Students in American Colleges and Universities	2004, 2005
Robert L. Moore Scholarship	2004 Recipient
Academic Achievement Award in Public Relations	
USI Presidential Scholarship	

UNIVERSITY OF SOUTHERN INDIANA STUDENT LEADERSHIP AWARDS AND RECOGNITION

A GUIDE TO COMPLETING AN ORGANIZATIONAL PORTFOLIO

A Portfolio is an organized compilation of elements that are designed to demonstrate what a group has accomplished. It is more than a scrapbook or photo album, because the organization must provide an overview of what the portfolio represents for the organization and an overview of each section's accomplishments.

Portfolios must be in a three ring binder. Sections must be separated using colored or numbered tabs. Information should be typed when applicable.

All documentation must be contained in the portfolio. Do not place any materials in the inside pockets, they may get damaged or misplaced. Please do not include oversized or bulky materials. Take photographs of items if you can't physically place them in the portfolio.

ORGANIZATIONAL PORTFOLIOS SHOULD FOLLOW THE FORMAT BELOW:

1. Cover Page:

Organizational Information

- The complete name of the organization (no abbreviations)
- President's name, local address, phone number and email
- Advisor's name, campus address and phone number
- The award for which the organization is applying

2. Current Membership Roster

3. Table of Contents

Identify sections in portfolio and their page number or color code.

4. Selection Categories

Divide the portfolio into sections that correspond to the *Selection Categories* listed in the awards descriptions.

For example, a student organization applying for the Outstanding New Student Organization will have the following sections:

- Membership and Leadership Development
- Fundraising
- Service to the University
- Campus Programming
- University Involvement
- Fulfillment of Organizational Purpose

Each section should include an explanation of what the group has done in this area. Include documentation such as meeting agendas, constitution/by-laws, promotional items, pictures, etc.