

# Administrators' Institute Intern/Faculty Interest Questionnaire

Are you interested in serving as a faculty member for an upcoming Administrators' Institute? If you would like to submit your name for consideration, please complete **BOTH SIDES** of this form. Your form will be submitted for review when the Institute Management Team begins to look at faculty members for the next Institute. The application is good for one year.

Participation as a faculty member for the Institute requires the faculty to be available for team conference calls, have the time/ability to develop presentations and PowerPoint slide shows, have the time available to travel in early February, and the willingness to participate in post-event contact with event participants.

**Please refer to the Faculty Interest web page:  
<https://www.nacada.ksu.edu/Events/Faculty-Interest.aspx>  
 for a complete listing of the Faculty Criteria and Expectations related to this Institute.**

Please complete the form in its entirety with as many details as possible. Submission of the form does not indicate a placement as an intern/faculty in an upcoming Institute; it is simply an interest indicator. To be considered for an upcoming Institute, your form must be received by June of the year of the Institute.

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Full Name: \_\_\_\_\_

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Title \_\_\_\_\_

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Institution: \_\_\_\_\_

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Email: \_\_\_\_\_

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Business Phone \_\_\_\_\_

**Current Institution size:**  5,000 students  5,000-10,000 students  Over 10,000 students  Not Applicable

**How many Administrators' Institutes have you attended as a participant?** \_\_\_\_\_

<p><b>Current Institution Type</b></p> <input type="checkbox"/> 4-Year Private <input type="checkbox"/> 4-Year Public <input type="checkbox"/> Proprietary <input type="checkbox"/> 2-Year <input type="checkbox"/> Other	<p><b>Past Institution Type 1</b></p> <input type="checkbox"/> 4-Year Private <input type="checkbox"/> 4-Year Public <input type="checkbox"/> Proprietary <input type="checkbox"/> 2-Year <input type="checkbox"/> Other	<p><b>Past Institution Type 2</b></p> <input type="checkbox"/> 4-Year Private <input type="checkbox"/> 4-Year Public <input type="checkbox"/> Proprietary <input type="checkbox"/> 2-Year <input type="checkbox"/> Other	<p><b>Past Institution Type 3</b></p> <input type="checkbox"/> 4-Year Private <input type="checkbox"/> 4-Year Public <input type="checkbox"/> Proprietary <input type="checkbox"/> 2-Year <input type="checkbox"/> Other
<p><b>Current Role (pick one)</b></p> <input type="checkbox"/> Faculty Advisor <input type="checkbox"/> Academic Advisor/ Academic Counselor <input type="checkbox"/> Advising Administrator <input type="checkbox"/> Licensed Counselor <input type="checkbox"/> Non-Institutional <input type="checkbox"/> Other	<p><b>Past Role 1 (pick one)</b></p> <input type="checkbox"/> Faculty Advisor <input type="checkbox"/> Academic Advisor/ Academic Counselor <input type="checkbox"/> Advising Administrator <input type="checkbox"/> Licensed Counselor <input type="checkbox"/> Non-Institutional <input type="checkbox"/> Other	<p><b>Past Role 2 (pick one)</b></p> <input type="checkbox"/> Faculty Advisor <input type="checkbox"/> Academic Advisor/ Academic Counselor <input type="checkbox"/> Advising Administrator <input type="checkbox"/> Licensed Counselor <input type="checkbox"/> Non-Institutional <input type="checkbox"/> Other	<p><b>Past Role 3 (pick one)</b></p> <input type="checkbox"/> Faculty Advisor <input type="checkbox"/> Academic Advisor/ Academic Counselor <input type="checkbox"/> Advising Administrator <input type="checkbox"/> Licensed Counselor <input type="checkbox"/> Non-Institutional <input type="checkbox"/> Other

**References** – please list at least two individuals

Name	Title	Phone
Institution	Email	
Name	Title	Phone
Institution	Email	

**Explain your experience as an Administrator, include number of years in the role:**

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**COMPLETE BOTH SIDES OF THIS FORM – use additional paper if needed**

**Illustrate one administrative achievement accomplished during your administration:**

**Describe your philosophy toward continued education at the Administrative level:**

**Why do you want to serve as a faculty member for the Administrators' Institute?**

**Please indicate and list your presentation experience:**

Presenter at a National Conference:

Presenter at a Regional Conference:

Presenter at a State/Local Conference:

Previous NACADA Faculty member:

NACADA Consultant:

**What areas of expertise can you bring to the Institute (check all that apply):**

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|--|--|--|
| <input type="checkbox"/> Academic Affairs/Student Services Collaboration       | <input type="checkbox"/> Advising Student Athletes                 | <input type="checkbox"/> Lesbian, Gay, Bisexual, Transgendered & Allies Concerns |
| <input type="checkbox"/> Advising & Academic Coaching                          | <input type="checkbox"/> Advising Students with Disabilities       | <input type="checkbox"/> Liberal Arts Advisors                                   |
| <input type="checkbox"/> Advising & Career Planning                            | <input type="checkbox"/> Advising Transfer Students                | <input type="checkbox"/> Mentoring Aspiring/New Administrators                   |
| <input type="checkbox"/> Advising Administration                               | <input type="checkbox"/> Advisor Evaluation                        | <input type="checkbox"/> Multicultural Concerns                                  |
| <input type="checkbox"/> Advising Adult Learners                               | <input type="checkbox"/> Advisor Training & Development            | <input type="checkbox"/> New Advising Professionals                              |
| <input type="checkbox"/> Advising as Teaching                                  | <input type="checkbox"/> Appreciative Advising                     | <input type="checkbox"/> Orientation Programs                                    |
| <input type="checkbox"/> Advising at Community Colleges                        | <input type="checkbox"/> Assessment of Academic Advising           | <input type="checkbox"/> Peer Advising & Mentoring                               |
| <input type="checkbox"/> Advising At-Risk Students                             | <input type="checkbox"/> Conducting Advising Research              | <input type="checkbox"/> Persistence & Retention                                 |
| <input type="checkbox"/> Advising Business Majors                              | <input type="checkbox"/> Distance Education Advising               | <input type="checkbox"/> Probation/Dismissal/Reinstatement Issues                |
| <input type="checkbox"/> Advising Education Majors                             | <input type="checkbox"/> Doctoral Students                         | <input type="checkbox"/> Professional Development                                |
| <input type="checkbox"/> Advising Fine Arts Students                           | <input type="checkbox"/> Engineering and Science Advising          | <input type="checkbox"/> Relationship Building                                   |
| <input type="checkbox"/> Advising First-Year Students                          | <input type="checkbox"/> ESL & International Student Advising      | <input type="checkbox"/> Research Methodology                                    |
| <input type="checkbox"/> Advising Graduate & Professional Students             | <input type="checkbox"/> Establishing an Advising Center           | <input type="checkbox"/> Restructuring Academic Advising                         |
| <input type="checkbox"/> Advising High Achieving Students                      | <input type="checkbox"/> Ethics & Legal Issues in Advising         | <input type="checkbox"/> Small Colleges & Universities                           |
| <input type="checkbox"/> Advising in Living/Learning Communities               | <input type="checkbox"/> Facilitating Change in Advising           | <input type="checkbox"/> Students in Distress/Mental Health issues               |
| <input type="checkbox"/> Advising Veterans, Military Students & Family Members | <input type="checkbox"/> Faculty Advising                          | <input type="checkbox"/> Study Abroad Advising                                   |
| <input type="checkbox"/> Advising Models                                       | <input type="checkbox"/> Faculty Advisors - working with them      | <input type="checkbox"/> Technology in Advising/Social Media                     |
| <input type="checkbox"/> Advising Program Review                               | <input type="checkbox"/> First-Generation College Student Advising | <input type="checkbox"/> Theory & Philosophy of Advising                         |
| <input type="checkbox"/> Advising Publications                                 | <input type="checkbox"/> Four-year Public Universities             | <input type="checkbox"/> Two-Year Colleges                                       |
| <input type="checkbox"/> Advising Second-Year Students                         | <input type="checkbox"/> Grant Writing                             |  |
| <input type="checkbox"/> Advising Skills and Techniques                        | <input type="checkbox"/> High School to College Advising           |  |
| <input type="checkbox"/> Advising Special Populations                          | <input type="checkbox"/> Undecided & Exploratory Students          |  |
|  | <input type="checkbox"/> Large Universities                        |  |

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