**NCDA COMMITTEE REPORT FORMAT**

**NCDA AWARDS COMMITTEE**

**8-4-22**

**Leadership Information**

**The Chair and Co-Chair from 2021-22**

* Amanda Cox, Co-Chair

Associate Director, Career Education and Professional Connections

University of Illinois at Urbana-Champaign

217-333-0820

aacox@illinois.edu

* Gaeun (Gwenn) Seo, Co-Chair

Senior Associate Director, Graduate Student Career Development

Center for Career Development, Princeton University

609-258-3325

gseo@princeton.edu

**The Anticipated Chair and Co-Chair for 2022-23**

* Gaeun (Gwenn) Seo, Chair

Senior Associate Director, Graduate Student Career Development

Center for Career Development, Princeton University

609-258-3325

gseo@princeton.edu

* Jessica Ayub, Co-Chair

Instructor, GCDF/CCSP Credential Course

Normandale Continuing Education, Normandale Community College

(763) 248-0854

jessica.ayub@normandale.edu

**Committee Membership:**

Carmen Croonquist

Andra D’Amico

Darren Gregory

Natalie Kauffman

Jody Patterson

Michael Stebleton

Marie Haraburda

Julia Makela, board liaison

**Committee Activities to Date:**

* We developed press release drafts for NCDA 2022 awardees
* We reviewed NCDA 2022 awards application materials, evaluated them, and selected awardees for each award for 2022
	+ We worked with NCDA headquarters to inform NCDA 2022 awardees
* We have streamlined the award submission process. Last year, applicants followed two steps for award submission (online nomination form via website and emailing all the award materials). However, this year, applicants can submit the form and materials all together via the website
* We extended the award nomination deadline to February 28, 2022
* We created a marketing plan in collaboration with HQ including member updates and email to all members and an article in Career Convergence
* Revised the awards email communications to enhance professionalism
* Increased awareness of the awards, best practices for award submissions, and professional development benefits of the awards via the upcoming NCDA 2022 conference presentation, “*NCDA Award Winners Share their Innovative Career Development Strategies to Embrace Change & Infuse Aequanimitas*,” with previous award winners

**Projected Plan/Work Completed through September 30:**

* Work with the 2022-2023 chair and co-chair to
	+ Discuss possible budget requests
	+ Plan the upcoming awards committee activities (e.g., outreach activities, award submission system updates)
	+ Schedule a general awards committee meeting
* Encourage members to consider submitting 2023 conference proposals
* Continue to recruit additional members to the committee