Section 4: National OTM Descriptions

General Requirements
- Each national OTM should be written and judged according to the following descriptions.
- OTM nominees that are eligible for multiple categories must be submitted in the category most applicable to the language of the written OTM.

Category Descriptions

**Advisor**
Any individual who directly advises a residence life organization and has made outstanding contributions to the organization(s). The individual may be the main advisor or the graduate advisor.

**Community Service Program**
A service or philanthropic program that benefits a group, charity, or other organization. This could include drives, fundraising, charity runs and/or book fairs, or other specific events. The program should focus on the importance of the residents giving back to their broader communities in which they live.

**Diversity Program**
A program that promotes and educates about diversity and understanding. This program illustrates the importance of promoting diversity in the residence halls as well as embracing diversity in the every day lives of the residents.

**Educational Program**
A program meant to educate residents about a topic, issue or idea. Programs nominated in this category can range from academic success programming, learning a new skill or promoting global citizenship, etc.

**Executive Board Member**
This category recognizes the outstanding contributions of an Executive Board member of a member school’s residence life organization and the work of the board member within the Executive Board and across residence halls on their campus.

**First Year Student**
Any student first year student leader (freshman, transfer student, non-traditional, etc) who excels in adapting to a new environment within their residence hall and taking an active role in their communities and positively impacting those around them. Submissions in this category may emphasize academics, leadership, involvement, contributions to community, floor, hall, residence life organizations, etc. Individuals that would be eligible for nomination in any other category are ineligible for nomination in the First Year Student category.

**Institution Faculty/Staff**
Individuals who aid students in their academics, which includes professors, instructors, teaching assistants, counselors, and other academic affairs staff. This category is intended to recognize institutional faculty who have made a contribution to the residence life community both in and out of the classroom.
Organization
Any organization that has actively contributed to the student leadership, recognition, or other aspects of residence life during the month of nomination. This is for recognition of the organization as a whole and not just the accomplishments of a few members. Emphasis should be placed on the successes of the organization as well as how they have helped the campus in general and the residence life community.

Passive Program
Any program that does not require anyone to actively run it for people to participate in it. This category is intended to recognize residential programming that occurs through bulletin boards, newsletters, pamphlets, etc.

Residence Life Faculty/Staff
Individuals who aid residents within the housing campus community. This category is intended to recognize the Residence Life Faculty/Staff who are not eligible for the Resident Assistant category and who have made contributions to the residence life community.

Resident Assistant
Any individual within a residence hall student staff who has worked with/impacted residents on their floor or in their hall, gone above and beyond the duties of their job, supporting residents in the communities in which they work, supported their residence life organizations, and/or made outstanding contributions to the hall in which they work during the month of nomination. The OTM should focus on the nominee’s accomplishments within the RA role, but may also include other roles or responsibilities taken on during the month of nomination, such as supporting the above-mentioned organizations.

Residential Community
Any residential community, such as wings, halls, floor, complexes, etc. This award should emphasize what this community has done as well as how it has supported others (both within and outside their community). This community being recognized must not be an official campus organization. Should illustrate what brings a group of individuals together and how they worked together as a group to accomplish their goals during the month of nomination. Communities that would be eligible for nomination in any other category are ineligible for nomination in the Community category.

Social Program
Any social program that focuses on resident interaction and their ability to meet new people and socialize. Programs in this category can range from being a floor social program to a campus wide program.

Spotlight
Anything that does not fall under any of the other categories that you feel is worthy of an Of the Month recognition. Individuals or groups that would be eligible for nomination in any other category are ineligible for nomination in the Spotlight category.

Student
Any individual enrolled as a student at the institution who has made outstanding contributions to the residence halls during the month of nomination. Things to consider may be students who have made a contribution to their floor, hall, residence life organization, etc. through leadership, motivation, programming, volunteering and/or being a role model for other residents during the month of nomination. This OTM may address several areas of student life, such as academics, leadership, involvement and more. Also of importance is how the nominee has balanced their roles as a leader and a student and the display of good academic choices. Advisors, executive board members, first year students and anyone that can be classified as being in the resident assistant category are not eligible for an award in this category.