What are OTMs?

An **OTM** is an **O**f **T**he **M**onth award -

OTMs are written by students and staff to recognize the outstanding accomplishments of individuals, groups, programs and events within Residence Life. These are the primary source of recognition within the National Residence Hall Honorary (NRHH) and are recognized not just at CSU, but across member schools throughout the nation as well! OTMs submitted to the database are read by your NRHH Chapter’s Recognition Committee and the best of the best OTMs in each category are then sent on to the regional and NACURH levels.

General Categories (individuals and groups)

* Advisor, Executive Board Member, First Year Student, Institution Faculty/Staff, Organization, Residence Life Faculty/Staff, RA, Residential Community, Spotlight, and Student
* OTMs in these categories highlight the accomplishments and impact of nominees in that month. General OTMs are limited to 600 words.

Program Categories include

* Community Service Program, Diversity Program, Educational Program, Passive Program, and Social Program
	+ Program OTMs ask you to answer the following questions:
		- Origin of Program? (200 words)
		- Short Description of Program? (400 words)
		- Goals of the Program? (200 words)
		- Positive & Lasting Effects of the Program? (200 words)
		- Evaluation of the Program? (200 words)
		- How can the program be adapted to other campuses? (200 words)

 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. The program should focus on the importance of the residents giving back to the 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 everyday lives of the residents..

**Educational Program**
A program meant to educate residents about a topic, issue or idea. Programs nominated in this category can include, but are not limited to programming focused on academic success, learning a new skill, 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. Examples include, but are not limited to: Executive Board Members or Chair Positions in RHA, NRHH, Etc...

**First Year Student**
This category includes student first year students (freshman, transfer student, non-traditional, etc) who excels in adapting to a new environment within their residence hall, takes an active role in their community, and positively impacts those around them. The nominee must be in their first year at their current institution. Submissions in this category may emphasize academics, leadership, involvement, and 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**
This category includes individuals outside of residence life who aid students in their academics and/or personal affairs. 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. **Examples** include, but are not limited to: Professors, Instructors, Teaching Assistants, Counselors, Other Academic Affairs Staff, Custodial/Maintenance Staff/ Public Safety Officers, Dining Service Staff, Health Services, Etc...

**Organization**
Any organization that has actively contributed to the student leadership, recognition, or other aspects of residence life during the month of nomination. Emphasis should be placed on the successes of the organization as a whole, not just a few members and should detail how they have helped the campus in general and the residence life community. Examples include, but are not limited to: Hall Councils, Executive Boards, Advisory Councils, Community Activities Board, Leadership Involvement Team, NRHH Chapters, etc... and Organizations Outside of Residential Life that positively impact resident students.

**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**
This category includes 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 in the month of nomination. **Examples** include, but are not limited to: Hall Directors, Graduate Assistants in Residence Life, Directors of Residential Life, Area Coordinators, Residential Life Office Secretaries, Etc...

**Resident Assistant**
Any individual within a residence hall student staff who has worked with/impacted residents on their floor or in their hall. Nominees should have gone above and beyond the duties as outlined in their job description to support residents in the communities in which they work as well as 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.

**Residential Community**
This category includes any residential community, such as wings, halls, floor, complexes, etc. This award should emphasize what this community has done and how it has supported others (both within and outside their community). The community being recognized must not be an official campus organization. The submissions should illustrate what brings a group of individuals together and how they worked as a group to accomplish their goals during the month of nomination.

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

**Spotlight**
This category includes anything that does not fall under any of the other categories that you feel is worthy of 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**
This category includes any individual enrolled as a student at the institution who has made outstanding contributions to the residence halls during the month of nomination. Nominees could include, but are not limited to 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 etc...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.