

Minutes of the Meeting of the Emerging Leaders Program Advisory Board
NACADA Annual Conference – Orlando
Wednesday, Oct 6, 2010

All members were present:

Nathan Vickers, Chair, University of Texas-Austin (2008-2010)
Sandy Waters, Incoming Chair, Old Dominion University (2010-2012)
Erica Byrnes, University of Florida (2008-2010)
Joyce Ellenwood, Bethune-Cookman University (2008-2010)
Carol Pollard, University of North Texas (2008-2012)
Kathy Stockwell, Fox Valley Technical College (2008-2010)
Terry Musser, Penn State University (2008-2011)
Karen Sullivan-Vance, Western Oregon University (2008-2011)
Todd Taylor, Columbus State Community College (2008-2011)
Jennifer Joslin, University of Oregon (2009-2011)
Kazi Mamun, University of California-Riverside (2010-2012)
Cecilia Olivares, Heartland Community College (2010-2012)
Christy Walker, University of North Carolina-Chapel Hill (2010-2012)
Leigh Cunningham, Executive Office Liaison

Review of 2009-2010 Goals

1. Increase the visibility of the Program by having info sessions, poster sessions, panels and/or info booth at the Regional Conferences.
 - Carol Pollard reporting from Region 7 —passed out fliers at new attendees meeting
 - Kathy Stockwell—fliers were also passed out at Region 10
 - Nathan—reported on email feedback from others
 - Sandy—contacted Diane Matteson for a report on what all the regions are doing to promote the program (Sandy will share this with the Diversity Cmte as well as soon as she receives from Diane)
2. Have subcommittee review the possibilities for mentor incentives
 - Terry Musser chaired subcommittee with members Erica Byrnes, Joyce Ellenwood, Carol Pollard and Todd Taylor. They submitted a proposal in Dec 2009 recommending waiver of the annual conference registration fee for their first year of service for all new ELP mentors. However, after discussion with the Executive Director, the proposal was tabled for the time being.
 - Following discussion at this meeting, it was decided the subcommittee next explore the use of the yellow “Leadership Meetings” reimbursement Form. It was suggested that, if approved, the process be reviewed in 3 years to determine if it made a difference in recruiting mentors. Another possibility to explore might be to have a pool of funds that might be accessed by mentors in case of “emergency” need (i.e. loss of funding at last minute), but criteria would need to be developed. Terry will continue to head subcommittee.
3. Review the mentor criteria webpage and make clearer and more attractive to potential mentors.
 - Subcommittee headed by Jennifer Joslin made recommendations for streamlining the Leaders and Mentors webpages, and these were implemented by Leigh Cunningham
4. Clarify assessment process
 - In reviewing the assessment data from the first two ELP classes, we have learned:
 - We need to do a better job of clarifying that the program is about development of NACADA leadership, rather than personal professional development for the Emerging Leaders, since many of the goals they have pursued, while commendable and positive for the ELs professional development, have not been relevant to their development in NACADA leadership.
 - Steps to improve this communication were implemented during Orientation activities with the incoming 2010-12 Class.

- We need to develop a clearer structure/curriculum for the second year to encourage a more unified movement through the program – perhaps a new set of assignments for teams to do over their “middle” summer prior to their second conference.
 - We will distribute a common reading on Leadership to the class and their mentors for discussion prior to next year’s conference. The goal is to help the ELs identify specific leadership opportunities they can pursue upon graduation from the program as well as set long-term leadership goals. If we can work out the scheduling, while Sandy conducts orientation for the new class, the class members who are in the middle of their two-year term can meet with Nathan to discuss the common reading and work then with their mentors to create leadership goals to be completed in the second year.

New Business

- Review policy of Emerging Leaders funding usage deadline
 - The committee voted unanimously to extend the term-of-usage for Emerging Leaders funding for the full two years of the program. Emerging Leaders will now have until October 31st at the end of their second year (following program completion) to turn in their requests for reimbursement.
 - Incoming Chair Sandy Waters will follow up by seeking volunteers to write some budgeting suggestions to be added to the reimbursement webpage.
 - Leigh will pass on information to relevant EO personnel regarding this change.
- It was decided that a member of the Advisory Board will be assigned to each new ELP pair for follow-up and encouragement at designated points in the journey.
- Leigh and Sandy informed the group regarding discussion that had taken place earlier in the week in the Publications Advisory Board, Professional Development Cmte, Diversity Cmte, and Webcast Advisory Board regarding the need for a global marketing plan for the association.
 - The group unanimously agrees that this is a pressing need, understands that there is currently no one in the Executive Office with marketing expertise, and supports whatever steps the Executive Director chooses to take to get assistance in developing such a plan (i.e. applying for assistance from K-State marketing department and/or “hiring” that department’s grad students)
- Discuss, finalize, and approve General Committee Outcomes statement – Time ran out before this could be accomplished, so follow-up discussion will continue via listserv
- Identify goals for 2010-2011
 1. Create a survey for NACADA leaders to seek information about why more aren’t applying to be mentors – what are the barriers?
 - Carol Pollard will lead a subcommittee, with a goal of having the survey up by the end of November. Carol will contact Marsha Miller at the Executive Office as soon as possible to see if this timeframe is feasible.
 2. Write an article for AAT
 - Sandy Waters and Todd Taylor
 3. Create recruitment messages that can be sent:
 - to past ELs who have completed a position and become eligible to serve as mentors.
 - to past and current mentors requesting assistance in recruiting new mentors.