NACADA | THE GLOBAL COMMUNITY FOR ACADEMIC ADVISING

Admin Division Post-Conference Unit Report for the_____AACSS BOARD_____ (Name of Advisory Board or Committee)
Submitted by: Vanessa Harris – vharris@claflin.edu_____Vanessa Harris_____ (Name and email of Advisory Board or Committee Chair)

Please complete the forms below. The first form (the "Projects" table) asks each Chair to list all the projects or tasks their group is hoping to undertake this year. The second form on page two asks Chairs to identify ONE project that will be tracked, measured and assessed. This assessed task is of high importance and fulfills important goals of the group and NACADA in accordance with the NACADA Strategic Plan. **November 15th** is the desired due date for both pages of this report. Send the final version to Steve, Teri, Charlie Nutt), and your EO liaison. Thank you!

Projects for this Year:	Strategic Goal that applies
By February 2019, the AACSS Board will submit a training proposal to the Administrative Division Representatives for new consultants/speakers. The goal is for this training to be the primary training for new consultants/speakers to the AACSS. The proposal will contain a detailed outline of the training and partnerships that will be needed within NACADA. **The proposal was not generated for the Administrative Division. However, a draft of the proposal will be given to the new chair to edit, enhance and submit.**	STRATEGIC GOAL #2: Provide professional development opportunities that are responsive to the needs of advisors and advising administrators • The training will provide professional development for the consultants/speakers
In December 2018, the sub-committee that reviews new consultant/speaker applications for the AACSS will begin the process of reviewing the application and updating the rubric to enhance the selection process. The revised application and rubric will be ready for final review by March with a roll out date in April 2019. **The sub-committee met to review the rubric. The draft of rubric should be distributed at the Annual Meeting.**	STRATEGIC GOAL #3: Promote the role of effective academic advising in student success to college and university decision makers
Revise the AACSS Handbook to include more information on the reimbursement process, update consultant/speaker information and a brief section on the differences between the EAA and the AACSS. The revised handbook will be submitted to the AACSS Board for review in early Spring 2019 and to a select group of consultants/speakers for their feedback. The Handbook will be distributed to the consultants/speakers by the end of the Spring Semester. **The handbook has some minor updates, such as information for the consultants as to how selects, the lead consultant, when do you reach out to the institution, requesting additional information, the reporting process.**	STRATEGIC GOAL #5: Develop and sustain effective Association leadership. • This is a broad goal, and the handbook fits within the realm of providing a roadmap for the consultants and speakers who are leaders within NACADA.

Please choose **one** project or task to highlight for the Division that will be measured and assessed this year. This assessed task is of high importance and fulfills important goals of the group and NACADA in accordance with the NACADA Strategic Plan. Begin by completing columns 1-6 (one through six) below. If you have questions, contact Steve Viveiros (viveiros_steven@wheatoncollege.edu) or Teri Farr (tjfarr@illinois.edu). **November 15th** is the desired due date for both pages of this report. Send the final version to Steve, Teri, Charlie Nutt and your EO liaison. Thank you!

1	2	3	4	5	6	7	8
NACADA Strategic Goal(s) (List strategic goal(s) to which the outcome is related)	**Specific desired outcome** (What you want to occur as a result of your efforts; what you want someone to know, do, or value)	**Actions, activities, or opportunities for outcome to occur** (What processes need to be in place to achieve desired outcome)	**Outcome measurements & related data instrument(s)** (How you will specifically measure for the outcome and any instruments you will specifically use e.g. survey, focus group)	**Other groups or individuals (if any) to connect with in achieving this outcome** (List any plans or oppor-tunities for collaboration with other Committees, Advisory Boards or units regarding this outcome)	**Challenges (if any) anticipated in achieving this outcome** (How you plan to address difficulties that may arise as you work to achieve the outcome)	**Progress toward achieving outcome (completed for the August 2019 report)**	**Future action(s) based on data** (Data-informed decisions) **(completed for the Aug. 2019 report)**
By February 2019, the AACSS Board will submit a training proposal to the Administrative Division Representatives for new consultants/speakers. The goal is for this training to be the primary training for new consultants/speakers to the AACSS. The proposal will contain a detailed outline of the training and	All new consultants/speakers will be trained before being placed for their first consultant or speaker assignment.	1. Approval by the Administrative Board. 2. Training learning outcomes 3. Facilitators for the training modules 4. Technology to host the training.	Each training model will have learning outcomes and an assessment at the end (Will have to be developed).	1. Professional Development Committee 2. Sustainable Leadership Committee 3. Emerging Young Leaders 4. Technology Committee	One of the challenges is to find the appropriate technology to accommodate the training. Design and content also stand at the epicenter of this initiative.	Discussions were undertaken with Jennifer Joslin and George Steele, and various platform options such as Canvas and Google Handout were discussed. Outstanding issues include content development, options for training delivery; scope of the training;	The proposed training is critical to the future expansion and quality of the AACSS program and to the transformative work being conducted on campuses around the world.

partnerships that will be needed within NACADA.					costs for implementation.	