



Admin Division Goals Unit Report for the AACSS (Name of Advisory Board or Committee)

Submitted by: Jayne Drake, jdrake@temple.edu (Name and email of Advisory Board or Committee Chair)

Please complete the tables below. The first table (“Projects/Tasks for this Year”) asks each Chair to list all the projects and/or tasks (goals) their group is hoping to undertake this year. The second table on page two asks Chairs to identify ONE of these projects/tasks that will be tracked, measured, and assessed. This assessed project/task should be one considered of high importance related to fulfilling goals of the group in accordance with the NACADA Strategic Plan. **November 15** is the due date for the beginning of the year report. Please send your report to Division Reps **Wiona Porath** (wporath1@jhu.edu) and **Cynthia Pascal** (cpascal@nvcc.edu), EO Division Liaison **Leigh Cunningham** (Leigh@ksu.edu), and your unit’s EO Liaison. Save a copy to update with your project(s) progress and goal assessment later in the year. Thank you!

Projects/Tasks for this Year:	Strategic Goal that applies
Complete the consultants and speakers handbook; post it to the private/protected area of the AACSS website	<ol style="list-style-type: none"> 1. Expand and communicate the scholarship of academic advising 2. Provide professional development opportunities that are responsive to the needs of advisors and advising administrators 3. Promote the role of effective academic advising in student success to college and university decision makers 5. Develop and sustain effective Association leadership
Continue to define and build the AACSS Professional Development Program, including the newly shaped speakers and consultants mentoring program	<ol style="list-style-type: none"> 2. Develop and sustain effective Association leadership 5. Develop and sustain effective Association leadership
Reshape the AACSS into a vibrant pro-active outward-facing business. That is, instead of waiting for institutions to contact us, we become much more pro-active in reaching out to institutions with our services. (A modified version of the EAA model.) We hope to enlist the help of Chris Hut in this effort.	<ol style="list-style-type: none"> 1. Expand and communicate the scholarship of academic advising

Please choose **ONE** of the **above projects/tasks** to highlight for the Division that will be measured and assessed this year. As noted on the previous page, this assessed project/task (goal) should be one considered of high importance related to fulfilling goals of the group in accordance with the NACADA Strategic Plan. For the beginning of the year report, please complete columns 1-6 (one through six) below and submit no later than **November 15**. The final report on goals achieved for the year, which most years is due on **August 15** (you will be notified in advance if that changes for the coming year), will include the completion of columns 7 and 8. If you have questions, contact the Reps or Liaison.

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 opportunities 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 (to be completed for the August 2022 report)	Future action(s) based on data (Data-informed decisions) (to be completed for the August report)
2. Provide professional development opportunities that are responsive to the needs of advisors and advising	Develop a fully rounded, up-to-date handbook for speakers and consultants. The premise: NACADA is only as good as the person conducting the review and delivering that keynote speech. Handbook will be posted to the protected area of the AACSS Website.	Carefully review/edit the existing new draft, add as appropriate, and include, especially, an updated technology section, along with the tips and strategies to ensure a professional, engaging experience.	We will draw our outcome measures from those speakers and consultants who actually use and evaluate the usefulness/accuracy of the information presented. The proof will be in the pudding.	We intend to collaborate more intentionally in the writing of this handbook with the technology and professional development committees	The challenge to date (no surprise) is that of time, with those working on the Handbook being consumed by campus and personal/family responsibilities.	The sub-committees have been working on their designated assignments as their daily schedules have allowed. The handbook sub-committee has been developing informational and training modules within Canvas for incoming and current speakers and consultants. The front cover design for the online Handbook has been selected.	Each of the sub-committees will continue to complete their assignments on the AACSS revamping project. We are anticipating completion in 2023.