



Admin Division Year-Beginning (Post-Conference) Unit Report for the **FINANCE COMMITTEE** (Name of Advisory Board or Committee)

Submitted by: **Chris Hutt (& committee)** chutt@ksu.edu (Name and email of Advisory Board or Committee Chair)

Please complete the forms below. The first form (the “Projects/Tasks” table) asks each Chair to list all the projects and/or tasks their group is hoping to undertake this year. The second form 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 which fulfills goals of the group in accordance with the NACADA Strategic Plan. **December 15th** is the due date for this Year-Beginning report. Send the final version to Division Reps **Carol Pollard** (Carol.Pollard@unt.edu) and **Wiona Porath** (wporath1@jhu.edu), EO Liaison, **Leigh Cunningham** (Leigh@ksu.edu), and your unit’s EO Liaison. Thank you!

| Projects/Tasks for this Year: | Strategic Goal that applies |
|--|--|
| 1. Quarterly meetings to regularly review budget summaries and proposals. | 6. <i>Engage in ongoing assessment of all facets of the Association</i> |
| 2. PRIORITY GOAL: Continue to grow the Scholarship Fund by exploring and implementing new fundraising ideas (e.g., \$1/year capital campaign). | 2. <i>Provide professional development opportunities that are responsive to the needs of advisors and advising administrators</i> 5. <i>Develop and sustain effective Association leadership</i> |
| 3. Explore opportunities for additional member support through a sponsorship program. | 2. <i>Provide professional development opportunities that are responsive to the needs of advisors and advising administrators</i> 4. <i>Foster inclusive practices within the Association that respect the principle of equity and the diversity of advising professionals across the vast array of intersections of identity</i> |
| 4. Develop current resources (handbook, instructional videos, etc.) for Finance Committee members that aids current and future members in fulfilling their responsibilities as members of the Finance Committee. | 5. <i>Develop and sustain effective Association leadership</i> |
| 5. Update and promote infographic (found at https://my.nacada.ksu.edu/Shop/Donate) to include current information and provide greater transparency on the funds invested in members through scholarships, awards, and programs. | 4. <i>Foster inclusive practices within the Association that respect the principle of equity and the diversity of advising professionals across the vast array of intersections of identity</i> 5. <i>Develop and sustain effective Association leadership</i> |
| 6. Create additional member-facing content about the Finance Committee and the role the committee plays in the association. | 4. <i>Foster inclusive practices within the Association that respect the principle of equity and the diversity of advising professionals across the vast array of intersections of identity</i> <i>Develop and sustain effective Association leadership</i> |

Please choose **one** of the above projects or tasks to highlight for the Division that will be measured and assessed this year. As noted on the previous page, this assessed project/task should be one considered of high importance which fulfills goals of the group in accordance with the NACADA Strategic Plan. For this Year-Beginning report, please complete columns 1-6 (one through six) below. The final report on goals achieved for the year, which will be due in **August 2021** (date TBD), 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 |
|--|--|---|---|--|--|---|--|
| <p>NACADA Strategic Goal(s) (List strategic goal(s) to which the outcome is related)</p> | <p>Specific desired outcome (What you want to occur as a result of your efforts; what you want someone to know, do, or value)</p> | <p>Actions, activities, or opportunities for outcome to occur (What processes need to be in place to achieve desired outcome)</p> | <p>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)</p> | <p>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)</p> | <p>Challenges (if any) anticipated in achieving this outcome (How you plan to address difficulties that may arise as you work to achieve the outcome)</p> | <p>Progress toward achieving outcome (to be completed for the August 2021 report)</p> | <p>Future action(s) based on data (Data-informed decisions) (to be completed for the August 2021 report)</p> |
| <p><i>2. Provide professional development opportunities that are responsive to the needs of advisors and advising administrators</i></p> <p><i>5. Develop and sustain effective Association leadership</i></p> | <p><i>In times of economic uncertainty, institutions may be placing additional emphasis on retention while also reducing professional development spending. Increasing the scholarship fund creates additional opportunities for NACADA to support members who may not otherwise have access to essential resources.</i></p> | <p><i>Develop fundraising campaign(s), provide additional opportunities to give, and explore ways for members to directly support one another, e.g. sponsorship</i></p> | <p><i>Year-over-year contributions to the scholarship fund</i></p> <p><i>Year-over-year giving by the association to members via scholarships, awards, and programs</i> <i>(infographic categories)</i></p> | <p><i>Board and EO staff</i></p> <p><i>Administrative Division</i></p> <p><i>Membership Committee</i></p> | <p><i>2021 may present many of the same challenges as 2020:</i></p> <ul style="list-style-type: none"> <i>• Limited travel opportunities impact onsite professional development opportunities</i> <i>• Economic recessions impact institutional and personal spending habits, etc.</i> | | |