



**Admin Division Year End (August 2021) Unit Report for the International Conference Advisory Board** (Name of Advisory Board or Committee)

**Submitted by:** Steven Schaffling (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 15<sup>th</sup>** is the due date for the post-conference report. Send the final version to Reps: Teri Farr ([tjfarr@illinois.edu](mailto:tjfarr@illinois.edu)), Carol Pollard ([Carol.Pollard@unt.edu](mailto:Carol.Pollard@unt.edu)) and EO liaison, Leigh Cunningham ([Leigh@ksu.edu](mailto:Leigh@ksu.edu)). Thank you!

Projects for this Year:	Strategic Goal that applies
<p>Planning for the upcoming international conference in Athens, Greece. Involves proposal readings and selections, scheduling, tours and marketing for the event. Specifically, planning to potentially deliver a virtual version of the conference that will meet the programmatic goals and mission which are specific to the International Conference. This will likely require reimagining the traditional structure of the conference.</p>	<p>Strategic Goals 1, 2</p>
<p>Craft and implement both an International Conference mission statement as well as programmatic goals for the conference which map to that mission statement. This will allow for the eventual assessment of the International Conference against these goals.</p>	<p>Strategic Goal 6</p>
<p>Identification and selection for the 2022 site location for the international conference. The goal is to get a couple of years ahead so that we have time to work with the local committee, but also market the events.</p>	<p>Strategic Goal 2</p>
<p>Move to monthly zoom calls to increase the activity of the advisory board members and increase the diversity and level of their input in decisions made by the ICAB.</p>	<p>Strategic Goal 4</p>
<p>Dr. Nutt, Executive Director of NACADA has challenged the International Conference Advisory Board to identify ways that NACADA can work strategically with the site locations for the international conferences after the events. Since the conferences started in 2013 NACADA has co-hosted with an institution, but then we leave. Are there ways we can help different countries to continue to grow their advising through different supported events? The board will take on this challenge this year and come up with a proposal to present to the NACADA Board.</p>	<p>Strategic Goal 1, 2, 3, 4</p>

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. **August 15<sup>th</sup>** is the due date for the final report out on goals achieved for the year with columns 7 and 8 completed. If you have questions, contact Reps: Teri Farr ([tjarr@illinois.edu](mailto:tjarr@illinois.edu)) or Carol Pollard ([Carol.Pollard@unt.edu](mailto:Carol.Pollard@unt.edu)).

1	2	3	4	5	6	7	8
<b>NACADA Strategic Goal(s)</b> Engage in ongoing assessment of all facets of the Association	<b>Specific desired outcome</b> (What you want to occur as a result of your efforts; what you want someone to know, do, or value)	<b>Actions, activities, or opportunities for outcome to occur</b> (What processes need to be in place to achieve desired outcome)	<b>Outcome measurements &amp; related data instrument(s)</b> (How you will specifically measure for the outcome and any instruments you will specifically use e.g. survey, focus group)	<b>Other groups or individuals (if any) to connect with in achieving this outcome</b> (List any plans or opportunities for collaboration with other Committees, Advisory Boards or units regarding this outcome)	<b>Challenges (if any) anticipated in achieving this outcome</b> (How you plan to address difficulties that may arise as you work to achieve the outcome)	<b>Progress toward achieving outcome (completed for the August 2019 report)</b>	<b>Future action(s) based on data (Data-informed decisions) (completed for the Aug. 2019 report)</b>
Craft and implement both an International Conference mission statement as well as programmatic goals for the conference which map to that mission statement.	A mission statement and a minimum 3 programmatic goals to be presented at the Board meeting at the Annual Conference in 2021.	Monthly recurring ICAB meeting along with working documents and sub-groups of the ICAB to work on between meetings.	ICAB subgroups will be broken up by proposed I.C. programmatic goal to be refined in each group. Schaffling mission statement rubric to be modified and utilized for mission statement. The programmatic goals will directly tie to identifying how we can achieve the international conference in a virtual setting.	Possible partnership with GIC on achieving the virtual I.C.	The committee will take on a significant amount of work this year to meet this outcome as well as others around delivering the conference and identifying future locations.	The committee was able to begin crafting 3 programmatic goals specific to the International Conference. The Committee has not completed a mission statement as most of the spring was dedicated to the delivery of the conference in June. The fall will provide a better time of year to work on this.	Due to the pandemic the delivery of the international conference continues to be difficult at every level. At the moment, there is no solid plan laid for the 2022 conference and this continues to absorb the resources of the ICAB and the NACADA exec offices who work in concert on this project. To further the concept of a mission

							statement for the International Conference, the Fall may be the best time for the committee to advance the idea as we are holding until the last possible moment to make a decision on the modality of the 2022 International conference. This in turn will create work in the spring.
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