

**Admin Division Annual Report for the Annual Conference Advisory Board** (Name of Advisory Board or Committee)

**Submitted by Nicole Gaillard , gaillnb@auburn.edu** (Name and email of Advisory Board or Committee Chair)

*Please complete **Columns 7 and 8** (based on the content in Columns 1-6 as listed in your November 2018 report) and **return by August 15, 2019**, to Administrative Division Reps, Steve Viveiros, [viveiros\\_steven@wheatoncollege.edu](mailto:viveiros_steven@wheatoncollege.edu), and Teri Farr, [tjarr@illinois.edu](mailto:tjarr@illinois.edu), with a copy to Interim Administrative Division Liaison Charlie Nutt, [cnutt@ksu.edu](mailto:cnutt@ksu.edu). Please copy your group's Executive Office Liaison as well. Thanks!*

| <b>NACADA Strategic Goal(s)</b><br>(List strategic goal/s to which the outcome is related) | <b>Specific desired outcome</b><br>(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><br>(What processes need to be in place to achieve the desired outcome)   | <b>Outcome measurements &amp; related data instrument(s)</b><br>(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><br>(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><br>(How you plan to address difficulties that may arise as you work to achieve the outcome) | <b>Progress toward achieving outcome</b><br><b>(Only completed in Aug. 15 report)</b>  | <b>Future action/s based on data</b><br>(Data-informed decisions)<br><b>(Only completed in Aug. 15 report)</b>  |
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| Engage in ongoing assessment of all facets of the Association                              | Clarify the appropriateness and usefulness of tracks and keywords when searching for sessions.                                       | Subcommittee in place to evaluate feedback from Advising Community Chairs and conference participant feedback in post conference survey and to provide recommendations going forward. | Survey Advising Community Chairs  | Advising Community Chairs   | Maintaining a consistent review of tracks keywords to ensure usefulness for the Annual Conference and conference participants.                               | Based on submitter feedback regarding the proposal submission and review processes, development of an updated rubric that more clearly outlines and defines proposal criteria became a priority. | The Annual Conference Advisory Proposal Rubric sub-committee has drafted an updated rubric for review by the Advisory Board. Once completed, attention will shift to the evaluation of the tracks and keywords. |

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