Admin Division Post-Conference Unit Report for the Assessment Institute Advisory Board
Submitted by: Isaiah Vance, ivance@tamus.edu

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 for this Year:	Strategic Goal that applies
Evaluate, plan, carry-out Assessment Institute February 2022.	Provide professional development opportunities that are responsive to the needs of advisors and advising administrators Expand and communicate the scholarship of academic advising
Continue to tweak the curriculum and schedule of the Assessment Institute to meet the diverse needs of the attendees and the needs of a virtual environment.	Provide professional development opportunities that are responsive to the needs of advisors and advising administrators
Develop and foster connections with Assessment Institute attendees during and following the event.	Provide professional development opportunities that are responsive to the needs of advisors and advising administrators
Educate the NACADA Community about the opportunities available connected to the Assessment Institute (Scholarships, Advisory Board, Intern program).	Expand and communicate the scholarship of academic advising 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 Develop and sustain effective Association leadership

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.

Goal #1: To further clarify and enhance the Faculty Intern Process:
- Review how attendees are informed and encouraged to apply to the internship program
- Review and update (as necessary) the information and resources available to faculty interns from application through participation in the summer institute
- Clarify the role and expectations for faculty interns to the summer institute
- Develop a framework for faculty mentors to work with faculty interns
- Ensure both interns and mentors have a strong understanding of their roles

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 (completed for the August 2022 report)**	**Future action(s) based on data** (Data-informed decisions) **(completed for the Aug. 2022 report)**
Evaluate, plan, carry-out Assessment Institute February 2022	Incorporate some of the elements that were integrated when the 2021 institute was forced to be conducted virtually Identify further opportunities to improve and enhance the Institute experience	Review the schedule and structure of the institute Secure faculty commitments for the Institute Monitor the feasibility of conducting the institute in-person and be prepared for a virtual conference, if necessary	Participation (registration) will be on par with prior years Attendee survey results continue to improve and provide useful insights for future planning	The executive office & administrators institute leadership team to ensure uniformity amongst institutes.	The underlying uncertainty of the conference modality Ability of attendees and faculty to travel to and attend an in-person conference	The structure of the institute – primarily the plenary delivery – was altered as a result of the 2021 virtual conference. The condensed session was well received (as indicated by attendee and faculty feedback through surveys) Roundtables were also introduced to	The plenaries and concurrent sessions worked well. While the workgroups were effective, they could be improved. We need to ensure these are workgroups (rather than presentations) and generate common content to ensure that –

						the in-person event due to their effectiveness in the virtual format. The event was well-attended (this was a concern prior to hosting the institute)	regardless of the faculty – SLOs are common.