Admin Division Goals Unit Report for the Assessment Institute Advisory Board  
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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 Cynthia Pascal (cpascal@nvcc.edu) and Brandan Lowden (Brandan.lowden@pikespeak.edu), EO Division Liaison Karen Sullivan-Vance (ksvance@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!

<table>
<thead>
<tr>
<th>Projects/Tasks for this Year:</th>
<th>Strategic Goal that applies</th>
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| Plan and deliver the Assessment Institute in February 2023 | Provide professional development opportunities that are responsive to the needs of advisors and advising administrators  
Expand and communicate the scholarship of academic advising |
| Revise the concurrent sessions and workshops to be delivered during the Assessment Institute | Provide professional development opportunities that are responsive to the needs of advisors and advising administrators  
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 |
| Collaborate with the Assessment Community to deliver at least one Assessment webinar | Expand and communicate the scholarship of academic advising  
Develop and sustain effective Association leadership |
| Expand opportunities for NACADA members to connect with the Assessment Institute, including Assessment Institute faculty-led trainings outside of the Institute itself (webinars, content library, articles, etc.) | 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.

<table>
<thead>
<tr>
<th>NACADA Strategic Goal(s) (List strategic goal(s) to which the outcome is related)</th>
<th>Specific desired outcome (What you want to occur as a result of your efforts; what you want someone to know, do, or value)</th>
<th>Actions, activities, or opportunities for outcome to occur (What processes need to be in place to achieve desired outcome)</th>
<th>Outcome measurements &amp; related data instrument(s) (How you will specifically measure for the outcome and any instruments you will specifically use e.g. survey, focus group)</th>
<th>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)</th>
<th>Challenges (if any) anticipated in achieving this outcome (How you plan to address difficulties that may arise as you work to achieve the outcome)</th>
<th>Progress toward achieving outcome (to be completed for the August 2023 report)</th>
<th>Future action(s) based on data (Data-informed decisions) (to be completed for the August report)</th>
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<tbody>
<tr>
<td>Plan and deliver the Assessment Institute in February 2023</td>
<td>Assessment Institute attendees will be knowledgeable about the assessment cycle. Assessment Institute attendees will be able to develop or refine the assessment plan(s) for their academic advising unit(s)</td>
<td>Review the schedule and structure of the institute Secure faculty commitments for the institute Revise elements of the curriculum to be delivered at the Institute</td>
<td>Participation (registration) will be on par with prior years. Attendee survey submissions will be emphasized this year.</td>
<td>The executive office &amp; administrators institute leadership team to ensure uniformity amongst institutes. The Assessment Community to build upon the work of each group and to mutually promote the work and opportunities of both groups.</td>
<td>NACADA members are asking more and more for virtual options; there may be less desire to attend this event in person. With rising costs and budget cuts, it may not be financially feasible to members to attend.</td>
<td>The Assessment Institute was successful, with 110 registrants. Post-institute surveys revealed that this experience was quite meaningful for attendees. 90% of survey respondents indicated that they achieved their goals or desired outcomes that they brought with them to the institute and 100% of respondents said that this was a good financial investment.</td>
<td>We seem to have found a good balance to the delivery of the institute (with plenaries, concurrent sessions, and workgroups). The one area that we will need to revise is the plenaries; feedback indicates that these are still far too long (despite us cutting the time back this year). We will continue with a practical focus, and plan to provide another introductory video this year.</td>
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In addition to adjusting the plenary times, we will also standardize the workgroup times so that they are of equal length.