

MACADA Administrative Division Meeting Agenda

2:30 – 5:00pm, Saturday, September 29, 2018

Phoenix, Arizona

Present: **Cecilia Olivares**, **Steve Viveiros**, Teri Farr (AD reps); **Vanessa Harris** (AACSS AB), **JP Regalado** (Administrators Institute/Winter Seminar ABs), **Kathy Zarges** (Assessment Institute), **Alex Kunkle** (Awards Comm), **Bruce Norris** and Nicole Gaillard (Annual Conf AB), **Heather Doyle** and Amy Korthank (ELP AB), **Lisa Peck** and Wiona Porath (Finance Comm), **Oscar van den Wijngaard** and Mehvash Ali (Global Initiatives Comm), **Karen Sullivan-Vance** (International Conf AB), **Dave Marchesani** and Debbi Murphy (Membership and Recruitment Comm), **Michele Ware** (NCAA AB & Inclusion and Engagement Comm), **Bob Hurt** and Julie Givans Voller (Publications AB), **Teri Farr** and Deb Dotterer (Professional Development Comm) **Sarah Champlin-Scharff** and Drew Puoway (Research Comm), **Janet Spence** (Sustainable Leadership Committee), **Paul Cox** and Sarah Howard (Technology AB), **Jill Wheeler** (Webinar AB)

(Bold: current Chair)

A. The meeting was called to order at 2:20 pm by Cecilia Olivares and Steve Viveiros.

- a. Welcome, introductions, group photo

B. Combined division professional development follow-up discussion

- GROUP DISCUSSION: Steve V opened the floor for discussion about the all-Division training that took place from 1-2:30. Several Chairs voiced concerns that the time was quite short for intensive developmental programming. Chairs wondered if the time could be better spent getting to one another or learning about each Division. Several Chairs mentioned that it would be terrific to learn more about what different groups are doing to address diversity or leadership issues, and other issues of importance to all groups regardless of Division. New Chairs also raised the issue of improving the way that new Chairs were onboarded – could we use that time to have new Chairs meet and ask questions?

C. Admin Division Proposals and Vote

- a. Global Initiatives Committee: Visiting Advisor Program. Deb Dotterer moved and JP Regalado seconded to open discussion. JP moved to call the question and Janet Spence seconded. Proposal passed.
 - b. Research Committee: Mission and Key Tasks Update. Deb Dotterer moved we open discussion about the Research Center proposal; Bruce Norris seconded. JP Regalado moved we call the question and Oscar van den Wijngaard seconded. Proposal passed.
- The Global Initiative Committee proposal to establish a “Visiting Advisor Program” was passed by AD Chairs (with one abstention). Background information is available on the AD home page – right side menu: <https://www.nacada.ksu.edu/About-Us/NACADA->

[Leadership/Administrative-Division.aspx](https://www.nacada.ksu.edu/About-Us/NACADA-Leadership/Administrative-Division.aspx). Discussion focused on how the group formulated the proposal. Vanessa Harris raised a concern about overlap with AACSS given the word, “consultation” in the proposal language. A portion of the last sentence was moved to be struck to limit overlap potential and that passed. This amendment passed. Bob Hurt raised the point that this is an incredibly complicated process and such was acknowledged by the group. The Proposal was voted on shortly thereafter.

- **The final version of this Proposal as passed by the Admin Division is:**

The Global Initiatives Committee (GIC) proposes that NACADA develop and maintain a Visiting Advisor Program that will facilitate and promote development opportunities for professional staff and faculty working in the academic advising field (identified as advisors in this proposal) through advisor exchanges between institutions.

- The Research Committee proposal to change the Research Committee Mission and Key Tasks was passed unanimously. Background information is available on the AD home page – right side menu: <https://www.nacada.ksu.edu/About-Us/NACADA-Leadership/Administrative-Division.aspx>

D. StoryCorps Activity – Cecilia Olivares encouraged Chairs to participate in the StoryCorps initiative and to share their AD story. A short activity took place to allow Chairs to think about (or possibly record) their video about the Admin Division story.

E. Housekeeping

- November reports will be due on November 1** and will focus on one assessment-oriented activity. Reps will contact Chairs after reports are submitted to answer questions about activities for the year.
- Cecilia Olivares talked with Chairs about the MYB** climate study to make sure they were informed about the entirety of the consultation process.

F. The meeting was adjourned at 5 pm by acclamation.