

Admin Division Annual Unit Report for the ELP-AB
Submitted by: Heather Doyle, heather.doyle@dal.ca

Last November 1, 2017, you completed columns 1-6 on behalf of your Advisory Board or Committee. Please complete **the final two columns on that original form** and return the completed form by **Aug. 27, 2018** to Administrative Division Reps Cecilia Olivares (olivaresc@missouri.edu) and Steve Viveiros (viveiros_steven@wheatoncollege.edu) with a copy to Admin Division Liaison Jennifer Joslin (jejoslin@ksu.edu). Please copy your Executive Office Liaison as well. Thank you for returning the completed form promptly by the deadline! The Aug. 27 deadline allows time for the Division Reps to prepare for Annual Conference reports and to submit information and action items to the Council prior to the Annual Conference.

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 measurement s & 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	Future action(s), based on data-informed decisions
1. Foster inclusive practices within the Association that respect the principle of equity and the diversity of advising professionals across the vast array of	Support the work of the ELP – AB subcommittees to achieve their goals through the promotion and communication of the program.	1.1 Communication Subcommittee: Kyle Ross (chair), Jared Burton, Brandan Lowden, Heather Doyle – associated by Tara Maloney, Brittany Hoover and Sarah Maddox	Increase membership and association awareness of goals of ELP and ensure diversity goals are met. Analyze google analytics of ELP website pages to ensure effective communication.		Measuring the effectiveness. Inability to fully receive google analytics data.	This subcommittee has been meeting frequently and has established a number of points under “miscommunication” around the ELP program, who it is for, and what it entails. In addition, some changes were made to the website, in order to	Related to this strategic priority, and as part of the miscommunication that often surrounds the EL program, we are currently working on revising the application, as well as the rubric, to be more inclusive of members whose leadership experience may not take the traditional path. This will help to ensure that those that might not be awarded as much privilege from their home

<p>intersections of identity</p>						<p>make it more “reader” friendly.</p> <p>We will also be presenting at the NACADA Annual Conference. Instead of talking about the program, we are going to have a panel of mentors and leaders talk about their unique “path” to leadership and how they each engaged with the program from their own voice/lens.</p> <p>We have also gotten ELP stickers for nametags at the Annual as a way to advertise the program.</p>	<p>institution (financial support, etc.) may still have the opportunity to be competitive. The applications will focus more on the applicants on lived experiences, rather than the letters of recommendation, as it has in the past. We will also post the rubric, used by the committee, as a way to increase transparency for applicants.</p>
		<p>1.2 Alumni Engagement Subcommittee: Fai Howard (chair), Rebecca Cofer, Autumn Grant, Meagan Hagerty, Carol Pollard, Heather Doyle</p> <ul style="list-style-type: none"> - analyze the current data to look at patterns of involvement of ELP graduates - determine any gaps of post-graduation involvement related to diversity groups - develop a plan on increasing alumni engagement with ELP and NACADA post completion 	<p>Increase alumni engagement</p> <p>Increase % of ELPers who complete follow up questionnaire to ensure accurate data (and establish benchmark)</p>	<p>Sustainable Leadership</p> <p>Inclusion & Engagement Committee</p>	<p>Natural attrition to the program and graduates moving on to different positions</p>	<p>Gaps were identified indicating that there is still barriers with, in particular, POC advancing to leadership roles at the Board/Executive level.</p> <p>Working with the Chair of the Inclusion & Engagement Committee, we also analyzed cumulative data of trends of underrepresented groups in leadership positions and changes/gaps over time.</p>	<p>Continue to work with IEC to do some holistic and comprehensive assessment on how leaders move (or don’t move) forward. This could also tie in with the Climate Study, as well as the work being done by the Sustainable Leadership group.</p>

2. Develop and sustain effective Association leadership	In order to support the ongoing development of leadership, provide opportunities for individuals to get involved, as well as understand their own unique leadership path within NACADA	<p>2.1 Mentor recruitment subcommittee: Ana Frega (Chair), Anna Chow, Susan Poch, Rebecca Cofer, Carol Pollard, Heather Doyle</p> <ul style="list-style-type: none"> - engage with current leaders to encourage applications to ELP as mentor - create resources for mentors as part of the pre-application process as well as once mentors have been accepted - engage technology to connect with mentors to provide support in areas of: mentorship, leadership, goals of the program, “imposter syndrome”, opportunities for research and writing - explore the creation of an ELP mentorship intern program 	Increase mentor applications 50% (goal = 15)	<p>CIGD and Admin Division</p> <p>NACADA Centre for Research</p>	Having mentors whose experiences relate to those wanted by the leaders.	<p>Emails were sent by the outgoing Chair and the incoming Chair to leaders who were at the end of their term in leadership positions within the Association, encouraging them to apply as mentors.</p> <p>We saw a 70% increase in the number of mentor applications in 2018 versus 2017.</p> <p>Also worked with the Research Committee at the possibility of a “post graduate” ELP mentoring opportunity in research in conjunction with the Research Committee.</p>	<p>Continue to try and dispel myths, as well as help to prepare leaders for mentoring opportunities. This can be tied into the work being done by the Sustainable Leadership Committee.</p> <p>Continue to explore options with the Research Committee.</p>
		<p>2.2 Targeted communications to unsuccessful ELP applicants</p> <ul style="list-style-type: none"> - proactively outreach to individuals who were not accepted as part of ELP and assist them in creating a leadership plan to become more involved with NACADA and explore other avenues. 		Inclusion and Engagement Committee; Sustainable Leadership	Capacity to reach out to all these individuals and find opportunities for them to engage more intentionally with the organization.	This continues to be an issue and not much was accomplished in this area over this past year. Having capacity to connect with unsuccessful applicants continues to be a challenge.	<p>The work on making the application process, as well as posting the rubric will hopefully help with transparency of the process and mitigate some of these concerns with unsuccessful applicants.</p> <p>In addition, with the work being done by the Sustainable Leadership group, resources would be available to point unsuccessful candidates to.</p> <p>We will also look at the wording of the “not now” emails to examine ways to make it more direct as well as helpful.</p>