



Admin Division Post-Conference Unit Report for the International Conference Advisory Board (Name of Advisory Board or Committee)

Submitted by: Karen Sullivan-Vance (Name and email of Advisory Board or Committee Chair)

Please complete the forms below. The first form (the “Projects” table) asks each Chair to list all the projects or tasks their group is hoping to undertake this year. The second form on page two asks Chairs to identify ONE project that will be tracked, measured, and assessed. This assessed task is of high importance and fulfills important goals of the group and NACADA in accordance with the NACADA Strategic Plan. **November 15th** is the due date for the post-conference report. Send the final version to Reps: Teri Farr (tjarr@illinois.edu), Carol Pollard (Carol.Pollard@unt.edu) and EO liaison, Leigh Cunningham (Leigh@ksu.edu). Thank you!

Projects for this Year:	Strategic Goal that applies
Planning for the upcoming international conference in Athens, Greece. Involves proposal readings and selections, scheduling, tours and marketing for the event.	Strategic Goals 1, 2
Identification and selection for the 2021 site location for the next International Conference.	Strategic Goal 2
Identification and selection for the 2022 site location for the international conference. The goal is to get a couple of years ahead so that we have time to work with the local committee, but also market the events.	Strategic Goal 2
Annual review of the request for proposal document. This is done each year to make sure that as the international conference grows, we look to make any necessary changes/edits/improvements in the rfp that is sent out to potential site locations.	Strategic Goal 2
Zoom calls twice this year with the international conference advisory board members. This involves typically structuring two separate zoom calls due to time zones but allows for members to participate in real time versus email. The purpose of these calls will be to start working on a charge presented by Dr. Nutt (see below).	Strategic Goal 4

<p>Dr. Nutt, Executive Director of NACADA has challenged the International Conference Advisory Board to identify ways that NACADA can work strategically with the site locations for the international conferences after the events. Since the conferences started in 2013 NACADA has co-hosted with an institution, but then we leave. Are there ways we can help different countries to continue to grow their advising through different supported events? The board will take on this challenge this year and come up with a proposal to present to the NACADA Board.</p>	<p>Strategic Goal 1, 2, 3, 4</p>
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Please choose **one** project or task to highlight for the Division that will be measured and assessed this year. This assessed task is of high importance and fulfills important goals of the group and NACADA in accordance with the NACADA Strategic Plan. Begin by completing columns 1-6 (one through six) below. **August 15th** is the due date for the final report out on goals achieved for the year with columns 7 and 8 completed. If you have questions, contact Reps: Teri Farr (tjarr@illinois.edu) or Carol Pollard (Carol.Pollard@unt.edu).

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 2019 report)	Future action(s) based on data (Data-informed decisions) (completed for the Aug. 2019 report)
Develop a strategic plan for identifying ways that NACADA can support ongoing advisor development in countries after an international conference.	A plan with concrete recommendations for the NACADA Board, to be presented at the Board meeting at the Annual Conference in 2020.	Zoom calls with international conference advisory board members to begin brainstorming ideas. Surveying past conference locations for support they would have liked to have received.	We will potentially use a survey and possibly focus groups to identify advisor needs that could be supported.	We would like to work with the Global Initiatives Committee on this project.	There will be many good ideas, but we will not be able to do all of them, so one challenge will be identifying a workable plan that we could put in to place as a pilot and then assess.		