

Division Unit Report for the Professional Development Committee

Submitted by: Teri Farr (Committee Chair)

Please complete **Columns 7 through 8** and return by **August 27, 2018** to Administrative Division Reps Cecilia Olivares (olivaresc@missouri.edu) and Steve Viveiros (viveiros_steven@wheatoncollege.edu) with copies to incoming AD-Rep Teri Farr (tjarr@illinois.edu) and Admin Division Liaison Jennifer Joslin (jejoslin@ksu.edu). Please copy your Executive Office Liaison, Leigh Cunningham (Leigh@ksu.edu) as well.

This report will reflect items from your unit's 2017-2018 plan of work.

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 (Only completed in August 2018 report)	Future action(s) based on data (Data-informed decisions) (Only completed in August 2018 report)
#2: Provide professional development opportunities that are responsive to the needs of advisors and advising administrators	Prepare recommendations for a gap analysis to review unmet needs, wants, activities, and services for all types of academic advisors and advising administrators, for submission (by Sept 2018) to the Board of Directors for review and	This will be determined/finalized at our December committee meeting but we will explore the idea of exploring an all member survey, and look at existing survey data that already exists. First will be to collect all of the survey data and	<ol style="list-style-type: none"> 1. Present a preliminary progress report to the BoD for their 2018 mid-year meeting 2. Present a final report, with recommendations for how the gap analysis should be conducted, to the BoD prior to 2018 Annual Conference 	Proposed a task force to take a look at the competencies and help develop ways to implement them and potential ways to promote them among our members.	This project is complicated and time sensitive. We will need to be very organized and rely heavily upon Jennifer Joslin to help guide us and Leigh Cunningham for continued support. As this committee has already worked	The PDC Gap Analysis subcommittee submitted to the Board for formal approval the mechanism and plan for conducting the gap analysis. In addition, the resource subcommittee has completed a large component of identifying and mapping various NACADA resources to the Core Competencies areas and those are	At this time, we are in the beginning stage of collecting and analyzing data. Our goal is to be involved in the consultant's work and data collection. In addition, we have been invited to attend and collect information at

	discussion at the 2018 Annual Conference in Phoenix.	then determine what is currently being done with the data collected.			very hard to publish the Core Competency Guide, keeping the committee and chair energized will be necessary. Reminding ourselves to not get to far ahead of the project will be necessary.	published on the website. Finally, the Friends of the PDC group has met twice and recommendation from that group related to promoting the Core Competencies to our members is moving forward and being considered and adopted by the NACADA EO under the leadership of Jennifer Joslin	the Town Hall in Phoenix.
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