

Admin Division Annual Report for the Professional Development Committee
Submitted by Deb Dotterer (dotterer@msu.edu)

Please complete **Columns 7 and 8** (based on the content in Columns 1-6 as listed in your November 2018 report) and **return by August 15, 2019**, to Administrative Division Reps, Steve Viveiros, viveiros.steven@wheatoncollege.edu, and Teri Farr, tjfarr@illinois.edu, with a copy to Interim Administrative Division Liaison Charlie Nutt, cnutt@ksu.edu. Please copy your group's Executive Office Liaison as well. Thanks!

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 the 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 Aug. 15 report)	Future action/s based on data (Data-informed decisions) (Only completed in Aug. 15 report)
Strategic Goal #2: Provide professional development opportunities that are responsive to the needs of advisors and advising administrators	Identify three professional development themes of interest to NACADA members	Our committee will need access to: <ul style="list-style-type: none"> Existing participant surveys from Annual Conference, NACADA Winter and Summer Institutes, NACADA Regional Conferences, NACADA International Conference, NACADA online education modules, NACADA Webinars Region Review survey and 	Our committee will form sub-committees that will review the information gathered for "big picture" or over-arching themes. We will rely on coaching and instruction that can be supplied by EO experts in the collection of qualitative information (such as from Wendy Troxel, Director of the Center for Research).	Wendy Troxel, Director, Center for Research Executive Office personnel including EO liaisons Region Division representatives Admin Division Chairs such as Michelle Ware of the Inclusion and Engagement Committee and Janet Spence of the Sustainable Leadership Committee.	It will be important that sub-committee members reach consensus about predominant themes. We believe that a conscientious process and useful instruction from colleagues such as Wendy Troxel will be invaluable.	Qualitative review of Professional Development Feedback completed for the following sources: 2018 Town Hall Meeting Past three years of Webinars, E-tutorials as well as Summer and Winter Institutes. These were the areas where a specific question of future professional development was included in the feedback. Questions on the Regional Review Survey were developed in consultation with the PDC. The Survey was	Gap Analysis Committee is still awaiting the results of the Regional Review Survey which includes questions with qualitative responses specific to the Gap Analysis. This data is due to be released after the Annual Conference 2019 and the Gap Analysis Committee believes it is prudent to obtain this information prior to identifying the themes for ongoing professional development that the organization

		<p>feedback results</p> <ul style="list-style-type: none">• MYB Climate Survey and feedback results				<p>distributed to the entire membership and based on initial information provided had a significant return rate.</p> <p>It was determined that the MYB survey information was not specific to the PDC Gap Analysis.</p> <p>The qualitative review of these responses was developed in consultation with Jennifer Joslin, Ashley Thomas and Elisa Shaffer (developed E-tutorial qualitative format).</p>	<p>should focus on going forward. A proposal has been submitted to the Board to request an extension of the Gap Analysis final report to include this information.</p>
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