



## Admin Division Goals Unit Report for the Professional Development Committee (PDC)

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Please complete the tables below. The first table (“Projects/Tasks for this Year”) asks each Chair to list all the projects and/or tasks (goals) their group is hoping to undertake this year. The second table on page two asks Chairs to identify ONE of these projects/tasks that will be tracked, measured, and assessed. This assessed project/task should be one considered of high importance related to fulfilling goals of the group in accordance with the NACADA Strategic Plan. **November 15** is the due date for the beginning of the year report. Please send your report to Division Reps **Wiona Porath** ([wporath1@jhu.edu](mailto:wporath1@jhu.edu)) and **Cynthia Pascal** ([cpascal@nvcc.edu](mailto:cpascal@nvcc.edu)), EO Division Liaison **Leigh Cunningham** ([Leigh@ksu.edu](mailto:Leigh@ksu.edu)), and your unit’s EO Liaison. Save a copy to update with your project(s) progress and goal assessment later in the year. Thank you!

Projects/Tasks for this Year:	Strategic Goal that applies
Continue Core Competencies Guide Book review to ensure ready for release at the 2022 Annual Conference.	<a href="https://nacada.ksu.edu/About-Us/Vision-and-Mission.aspx">https://nacada.ksu.edu/About-Us/Vision-and-Mission.aspx</a> Strategic Goal #2: Develop innovative and expanded opportunities for professional development that are relevant across the global contexts of academic advising. Strategic Goal #1: Identify and remove barriers to accessibility of all opportunities for engagement and professional growth in the association to foster equity and inclusion for all members.
Do at least one cross-division collaboration with web events that could be offered for free.	Strategic Goal #2: Develop innovative and expanded opportunities for professional development that are relevant across the global contexts of academic advising.
Work with NACADA Center for Research, Wendy Troxel, regarding survey related to advisor caseload.	Strategic Goal # 8 Assess association practices to ensure relevance with the evolving landscape of higher education across the globe.

Please choose **ONE** of the **above projects/tasks** to highlight for the Division that will be measured and assessed this year. As noted on the previous page, this assessed project/task (goal) should be one considered of high importance related to fulfilling goals of the group in accordance with the NACADA Strategic Plan. For the beginning of the year report, please complete columns 1-6 (one through six) below and submit no later than **November 15**. The final report on goals achieved for the year, which most years is due on **August 15** (you will be notified in advance if that changes for the coming year), will include the completion of columns 7 and 8. If you have questions, contact the Reps or Liaison.

1	2	3	4	5	6	7	8
<b>NACADA Strategic Goal(s)</b> (List strategic goal(s) to which the outcome is related)	<b>Specific desired outcome</b> (What you want to occur as a result of your efforts; what you want someone to know, do, or value)	<b>Actions, activities, or opportunities for outcome to occur</b> (What processes need to be in place to achieve desired outcome)	<b>Outcome measurements &amp; related data instrument(s)</b> (How you will specifically measure for the outcome and any instruments you will specifically use e.g. survey, focus group)	<b>Other groups or individuals (if any) to connect with in achieving this outcome</b> (List any plans or opportunities for collaboration with other Committees, Advisory Boards or units regarding this outcome)	<b>Challenges (if any) anticipated in achieving this outcome</b> (How you plan to address difficulties that may arise as you work to achieve the outcome)	<b>Progress toward achieving outcome (to be completed for the August 2022 report)</b>	<b>Future action(s) based on data (Data-informed decisions) (to be completed for the August report)</b>
Strategic Goal #2: Develop innovative and expanded opportunities for professional development that are relevant across the global contexts of academic advising.	Debut a second edition Core Competencies Guide at the 2022 conference.	Final feedback and suggested edits and revisions from other groups will be received by end of November 2021.  All editing and revisions will be made by February 2022.	Publication set up process will be completed by end of March 2022.	Review by the Global Initiatives Committee and International Conference Advisory Board members. Reviews to back to Leigh by December 1.			