Sustainable NACADA Leadership Committee Notes

ANNUAL CONFERENCE MEETING, TUESDAY, OCTOBER 6, 2015

Members present: Casey Self (chair), Jose Ramos, Craig McGill, Dana Zahorik, Pat Mason-Browne, Michelle Pickett, Dave Marchesani (Membership Committee Chair); Jennifer Joslin & Becky Zirger (Executive Office).

Members absent: Josh Smith, Jeannette Passmore, Sonia Esquivel, Jayne Drake, Jermain Pipken


A. Call to Order made by Casey Self at 2:32 pm

B. Updates:
   a. Past Leaders Survey (Dana Zahorik reporting)
      i. Distributed 9/1-9/21; 40 respondents out of 48 responded to survey; 29 offered further comments; Sent to Committee on Sept. 30 for their information; Good feedback; Similar to 2013 Task Force Survey feedback: Members enjoy their leadership experiences; most had further plans for leadership. Members not returning to leadership cite: change of position, funding issues, time required.

   b. Division/Board Training Videos (Casey Self reporting)
      i. 3 sets of videos: Casey’s set; Videos taken at Midyear; Rich’s assessment video. All available online; Used at Council meeting before Annual; Used in leadership meetings in LV.
         1. Casey mentioned that now each Division is to take over with its own incorporation of leadership training.
         2. Admin Div liaisons Brett McFarlane and Kerry Kincannon talked about their use at the joint Admin & Region Division training.
         3. Question about effectiveness and learning outcomes raised by guest Rich Robbins. “How do we know the videos were effective?”

   c. Writing for NACADA Pathway (Casey Self reporting)
      i. Developed by Pat Mason-Browne. Finished simultaneously as PAB, Journal Editorial Board, and Research Committee also looking at writing for NACADA issues. Decision made to share SLC material with those teams of people but that
our emphasis on seeing writing as leadership would stay a focus of our web pages.

ii. Discussion of what next Pathway could be. Casey proposed “Leadership” as the next focus area. Casey also wondered what other bodies in NACADA would have a stake in this discussion that we could include from inception?
   1. Membership Committee, Diversity Committee, ELP Advisory Board, Regional Division, New Advising Professionals, Professional Development Committee all mentioned as interested or having overlap
   2. Ideas to be shared in small group meeting

d. Ambassador Concept (Michelle Pickett reporting via FaceTime)
   i. Continued discussion of possible arenas for this: Connecting to new or future professionals, or connecting to Associate Vice Provost-level colleagues.
      1. Initial discussions: Would focusing on grad students or new professionals be likely something that the Membership Committee might focus on instead? Would focus on “Sharing the NACADA vision with AVP’s be more of a Board function since it involved strategic positioning, branding, and marketing the Association?”
   2. Ideas to be shared and further discussion held in small group meeting

e. Leadership from Home Campus/Development of Leadership Competencies (Jose Ramos reporting)
   i. Audience: members who cannot travel and are interested in leadership development (with the idea they would get involved in NACADA in the future).
   ii. Website with resources, tools, information, webinar events, workshops, individualized trainings, etc.
   iii. Topics could include leadership characteristics, self-awareness assessments/surveys, strategies, creating an advisor development program, developing critical thinking skills, basics of budgeting, articles, etc.,
      1. Further ideas to be developed in small group meeting

C. Break out for Discussion Groups
   a. Ambassador Concept
   b. Leadership from Home Campus/Competencies
   c. Next Pathway to be developed
   d. Other??

D. Adjournment
Small Group Meeting Notes

A. Pathways to Leadership. Annual Conference Meeting
   a. Sub-committee asked “who is our audience?” and how can we outline the different steps and stages? Also, “How can we frontload information about financial support available to leaders?”
   b. Great discussion about entry points – how can we make sure the Pathways discusses all the ways there are to be engaged/lead/immerse?
   c. Final resolution:
      i. Create templates for two types of Pathways that each Division would complete.
      ii. Work with Membership Committee to create a “Pathway to Involvement” template (i.e., “look,” common or shared terms, etc.) for each Division to complete.
      iii. Create a complimentary template for a “Pathway to Leadership” that each Division would complete.
      iv. Members would have easily recognizable links between Divisions to investigate “Involvement” and “Leadership.”
      v. Kerry suggested that this initiative – once we network with the Membership Committee and once we develop the templates – come to the Council with the request that the Council would ask each Division to complete the templates, one each for involvement and membership.

B. Sustainable Leadership Committee Meeting: Survey Group – Members: Rich Robbins, Craig McGill, Dana Zahorik
   1. Group suggested working with Maxine to code qualitative data if possible. Follow up with human interaction
   2. Possibly eliminate the question that Jennifer had proposed in about prior teaching experience. Group thought it wasn’t relevant to the survey results.
   3. Thank and acknowledge – email to those who completed the survey to say who said yes to continuing leadership. Add that someone will be in touch with them.
   4. Develop mentor program for newer members and publicize it
   5. Assign an individual from each division (perhaps the chair) to follow up with people who wanted a contact based on what they stated in the survey
   6. Add this above duty to the position description for division chairs.
   7. Create a database for returning leaders in order to have readily available when needed for open positions.
   8. Remove them from the database once they re-enter leadership
   9. See flow chart for protocol for when a leader leaves (based on survey – see attached)
C. Leadership from Home Campus – Jose Ramos, chair

Website

MOOC/OER

Learning from home

Where are you at for advising at your institution, promoting advising best practices, program evaluation

Advising scorecard: “SWOT” analysis

How to connect to other leaders

Different college populations

Support the unsupported

Identify where they are

What they need

Promoting advising at the institution

New professionals

Decrease in promotions of continuing education for advising leadership

i. Who is going to train these new people?

ii. What are the next levels

iii. Proposals declined

(Baseline) missing the mark for retention of experienced leaders

(Audience skill level) New Seasoned

Navigating resources & NACADA - Staff management

Getting involved @ NACADA - professional on a budget

Institutional culture - what do I train them on and how do I pay or it
D. NACADA Ambassadors Sub-Group Discussion Meeting Notes
2015 NACADA Annual Conference, October 6, 2015
Submitted by Michelle Pickett

The group’s discussion led us to determine that there were two distinct “Ambassador” projects. The first project would focus on connection with graduate programs and new members. This is an important target area given that approximately 30% of our membership are new members. Connecting with graduate programs and new members could be renamed as a “liaison” program that would be developed in conjunction with the Membership Committee.

The second project would focus on those in leadership positions who are responsible for academic advising at the institutional level. A goal of this project is to determine avenues where NACADA can be at the forefront of connecting and providing professional development to this population. These types of leadership positions seem to be a new trend in advising administrators that we have a great opportunity to positively impact. From our conversations, it was determined that at some institutions, there seems to be a “vacuum” where upper-level decisions are being made and academic advising is not being considered. Furthermore, there seems to be no place where these discussions are happening for this new group of advising administrators.

One idea was to address the second project through the NACADA Administrator’s Institute. Possible topics to discuss include: Managing up, professional development for institutional academic advising officers; connecting academic advising to institutional outcomes. We discussed that there seems to be a vacuum where upper-level decisions are being made and academic advising is not being considered at the institutional level.

Lastly, we determined that each project should be pursued separately to maintain adequate focus on the respective groups. We also discussed some challenges (i.e. location-bound issues that may limit involvement) that may impact participation.

Other NACADA committees or groups who could be potential partners are:

- Membership Committee
- Diversity Committee
- Administrators Institute Advisory Board
- ELP Advisory Board
- Regional Divisions
- Professional Development Committee
- New Advising Professionals

Next steps:

- Need to determine the target audiences, goals and possible learning outcomes for each group.
- Recommendation: Have a special group to address these issues