Division Unit Report for the _____Webinar Advisory Board_____ (Name of Advisory Board or Committee)
Submitted by ____J.P. Regalado_____ (Name and email of Advisory Board or Committee Chair)

Please complete **Columns 1 through 6** and return by **November 1, 2015,** to Administrative Division Reps Kerry Kincanon, kerry.kincanon@oregonstate.edu , and Brett McFarlane, bmcfarlane@ucdavis.edu , with a copy to Administrative Division Liaisons Maxine Coffey, mcoffey@ksu.edu , and Jennifer Joslin, jejoslin@ksu.edu . Please copy your unit's Executive Office Liaison as well.

Two columns have been added to the November 2015 report form, providing a place to indicate which other units (if any) your group will collaborate with in achieving its 2015-16 outcomes, and what challenges (if any) you anticipate in achieving those outcomes. The Executive Office will compile a summary of the Administrative Division reports and provide it to all Division chairs for their use in identifying possible areas of future collaboration.

Columns 7 and 8 are included only for reference at this time, as they will not be completed until the progress report due August 15, 2016.

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 2016 report)	Future action(s) based on data (Data-informed decisions) (Only completed in August 2016 report)
Expand and communicate the scholarship of academic advising Provide professional development opportunities that are responsive to the needs of advisors and advising administrators	Create a new online webinar proposal template. Create a video that will accompany the proposal form that will further explain the purpose of the form and encourage people to apply to be a presenter.	Create Sub-committee that will review and revise the previous online proposal submission form. Create Subcommittee that will work with Leigh on creating the video.	Template will have a deadline to be completed and submitted to the WAB for final review. Video will have a deadline to be completed and submitted to the WAB for final review.	Commission and Interest Groups Division Publications Advisory Board Region Division	Our major challenge will be to stay on task in completing these outcomes in the timeline we want to be able to make a positive impact in soliciting topic ideas and recruiting presenters for the 2016-17 Webinar Season.	Completed Completed	The form is already being used to solicit proposals from members interested in doing a Webinar. We would like to see how many views the video gets and assess whether it was helpful to potential Webinar presenters

						In-Progress	As part of our plan cards were created to be passed out at Region conference to region conference session presenters. They were directed to our online proposal form if interested.
Promote the role of effective academic advising in student success to college and university decision makers	Develop a communication plan to inform NACADA membership of what the Webinars are and to encourage people to submit proposals and be a presenter.	Create Sub-committee that will put communication plan together.	Communication plan will have a deadline to be completed and submitted to the WAB for final review.				
	Review and Revise the document that Leigh gives to the Commission & Interest Group Division in soliciting webinar topics and proposals.	Create Sub-committee that will review and revise the document.	Document will have a deadline to be completed and submitted to the WAB for final review.			In-progress	Document has been reviewed and suggestions have been proposed.