Hello AC Chairs and AC Cluster Reps –

As we gather and reflect for what we are grateful for this holiday season, we want to take a moment to say thank you. We can never say thank you enough for your leadership and dedication to Advising Communities, our members, and the profession. Your unwavering commitment, passion, support, and enthusiasm power and inspire many individuals daily. We hope that everyone is able to take some much-needed time off this week to enjoy with family or friends. Our gratitude goes to each and every one of you!

We are back on track for our monthly newsletters. As shared a few weeks ago, we will work hard to ensure we disseminate our monthly newsletter on the Thursday following Council Meetings, which are currently scheduled for the 3rd Monday of each month.
Post-Conference Reports were due November 15

There are two reports that are required each year: Post-Conference Reports and Annual Community Reports. Post-Conference Reports were due on November 15th. As of November 20th, 21 Advising Communities (out of our 39 Advising Communities) have submitted their Post-Conference Report. If you have not submitted your report, please go to https://nacada.instructure.com/courses/246/assignments/4934 and submit as soon as possible. Liz will send a follow up to those of you who have not submitted as a separate reminder.

Click here for Step by Step Directions

As a reminder, we ask that you access the form from the NACADA Canvas – ACD Leadership Course (link included here). The specific section in the course is located under the Module: Document Submissions. Likewise, it may also be found under the “Assignments” tab on the left-hand menu. Once you have submitted the report, please click the start assignment button in the Canvas portal, and simply type in Complete in the text entry and push submit.

Report Resources

At any time, please do not hesitate to contact Cluster Representatives, Division Representatives and/or the EO Liaison if you need assistance, guidance, or have concerns in writing post-conference report goals. We are happy to help!
Additional resources that may be of helpful through this process:

- Past Advising Community & Division Reports
- NACADA’s Leadership Engagement Program (N-LEP) Course – Module 5
- SMARTIE Goals Worksheet
- NACADA Strategic Goals
- Advising Community Assessment Rubric
- Advising Community Chair Self-Assessment Rubric

2024 Conference Updates

2024 Region Conferences – Networking Opportunities
We sent out a separate email on Thursday, November 16th regarding the Networking Opportunities at the 2024 Region Conferences. As mentioned before, the purpose of these networking sessions is to provide opportunities for conference attendees to connect and dialogue with others who have an interest in a particular advising community topic. They are intentionally unstructured and are not meant to be informational sessions. We hope that Advising Communities who participate may identify some hot topic areas in your Community and use that as a springboard for small group discussions within the 30-minute networking sessions.

Please see the previous e-mail for more details and work with your steering committee members and broader membership to help us cover approximately 70 different networking sessions across the 8 region conferences happening this year. To sign up for a slot, click here.

Online Events Policy
We want you to all be aware of a communication that will be forthcoming from the Executive Office that will impact event planning for the 2024 calendar year. The Executive Office will share a formal policy within a few weeks but expect that there will be a limit of how many events each group within all three Divisions of the Association are able to host over the course of the 2024
calendar year. As such, we encourage you all to begin thinking about how you will more effectively collaborate with other units within all three NACADA Divisions (Advising Communities, Regions, Administrative) as you plan ways to engage with members virtually. We would also encourage you to think about non-event strategies (publications, resource highlights, etc.) to share with your respective members as well.

**ACD Communication Channels**

**Notice of Upcoming Changes in Division Communication**
We are continuing to work to try to utilize less spaces to communicate. We’ll continue to use the listserv for newsletters and other materials, but we would encourage you all to look at the Discussion Board within the Canvas page to get ideas from others and utilize a central repository. We are currently exploring which other communication channels we have historically used and how to phase some of those out.

**ACD Listserv**
All leaders should be receiving emails via the ACD Listserv (email address: ACDIVISION@LISTSERV.KSU.EDU). Please ensure that you do not unsubscribe from this listserv. Outgoing leaders who cycled off in October 2023, will be removed by the end of the month. Please let Liz know if you are experiencing any issues receiving emails.

**Potential Advising Community Updates**

**Pause on Proposals for PACs**
At this time, the Division will not accept any future proposals for consideration to establish Potential Advising Communities.

**Division Leadership Updates & Changes**

**Vacancies in Leadership Positions**
Currently, we have the following leadership vacancies in the Division:
1. Chair – Undecided and Exploratory Students Advising Community
2. Char – Global Engagement Advising Community

We are offering appointment opportunities to potential leaders in both Advising Communities and hope to provide you all with an update in our December newsletter.

**Chair Timelines**

**Please Review Periodically!**
Please continue to go back and reference the online “ACD Leadership Course” as an updated 2023-2024 Chair Timeline is available to help you plan your time accordingly over the next few months.

**Steering Committee Appointments**
Each year, Advising Community Chairs must submit an updated list of their steering committee members. Please ensure those appointed are both NACADA members and a member of the Community. **The deadline for submission of appointments is December 31, 2023.**
submission process is outlined here:

Quick Links

Current Communication Channels
LISTSERV – ACDIVISION@LISTSERV.KSU.EDU
Facebook – ACD Group
Slack – ACD Leaders
Slack – ACD Steering Committee

Division Directory
Please reference our 2023-2024 Faces of the ACD for current ACD Leadership contact information. This directory is also linked on our Advising Communities webpage on the left-hand side. For quick information regarding Cluster Assignments and contact, you may check this handout: 2023-2024 ACD Steering Committee and Cluster Information Handout.

Cheers to you as we enter this holiday season. Take time to celebrate accomplishments, wins: big or small, celebrate, and take time to recharge. We are most grateful for your leadership and wish you an enjoyable time filled with love and relaxation in whatever form you choose.

With gratitude,

Tony Lazarowicz
Division Representative, 2022-2024
tlaazarowicz2@unl.edu

Greg Mason
Division Representative, 2023-2025
gtm119@psu.edu

Liz Alcántara
ACD Executive Office Liaison
lizbeth@ksu.edu
Advising Community Networking Opportunities at the 2024 Region Conferences

Hello AC Chairs and AC Cluster Reps

Last year marked a first broad-scale attempt for the Advising Community and Region divisions to collaborate throughout the 2023 Region Conferences. We’re excited to begin planning for that opportunity again this upcoming round of 2024 Region Conferences. There are 8 conferences happening this year:

<table>
<thead>
<tr>
<th>Region</th>
<th>Location</th>
<th>Dates</th>
<th>Total slots available</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 (Northeast Region)</td>
<td>Providence, Rhode Island</td>
<td>February 20-22, 2024</td>
<td>10</td>
</tr>
<tr>
<td>2 (Mid-Atlantic Region)</td>
<td>Atlantic City, New Jersey</td>
<td>Apr 3-5, 2024</td>
<td>8</td>
</tr>
<tr>
<td>3 (Mid-South Region)</td>
<td>Greenville, South Carolina</td>
<td>Apr 15-17, 2024</td>
<td>8</td>
</tr>
<tr>
<td>4 (Southeast) and 7 (South Central)</td>
<td>New Orleans, Louisiana</td>
<td>Feb 25-27, 2024</td>
<td>10</td>
</tr>
<tr>
<td>5 (Great Lakes) and 6 (North Central)</td>
<td>Milwaukee, Wisconsin</td>
<td>Mar 25-27, 2024</td>
<td>8</td>
</tr>
<tr>
<td>8 (Northwest)</td>
<td>Boise, Idaho</td>
<td>Mar 4-6, 2024</td>
<td>10</td>
</tr>
<tr>
<td>9 (Pacific)</td>
<td>San Jose, California</td>
<td>Mar 17-19, 2024</td>
<td>8</td>
</tr>
<tr>
<td>10 (Rocky Mountain)</td>
<td>Tucson, Arizona</td>
<td>Mar 22-22, 2024</td>
<td>8</td>
</tr>
</tbody>
</table>
The purpose of these networking sessions is to provide opportunities for conference attendees to connect and dialogue with others who have an interest in a particular advising community topic. They are intentionally unstructured and are not meant to be informational sessions. We hope that advising communities who participate may identify some hot topic areas in your community and use that as a spring board for small group discussions within the 30-minute networking sessions.

As a division, we are committing to cover half of each region’s networking sessions. Each region will have two networking sessions that happen from 10:30am-11:00am on the 2nd and 3rd days of the conference. You can see, depending on the conference will determine how many networking sessions we have (a range between 4-6 for each for a total of 70 slots across 8 conferences). Please note that the person who would lead a networking session does not need to be you as the chair or even a steering committee member. This would be a great way to engage your members in your AC to help them be further engaged with your AC while supporting the overall goal of the division in connecting more with the Region Division.

At this point, we are asking you to each consider whether you could work with your steering committee and members to try to select a few slots across the Region Conferences to participate in. We heard a lot of positive feedback from our attempt last year, and we hope to provide additional guidance in the coming weeks to make this year’s attempt even better. Once you have visited with your steering committee and other AC members, please take a moment to fill out the form with the sessions your advising community is willing to commit to and who the person leading the session will be.

Sign up here: https://docs.google.com/spreadsheets/d/1BfDriPTH8Qxw0lkxOFES--93W7b5RTMewpc5Vaz58c/edit?usp=sharing.

The deadline to complete the sign-up is Wednesday, January 17, 2024.

Please read the “Directions” tab. You will specifically note there both template title and abstract language as well as limits (titles no longer than 100 words and abstracts no longer than 135 words) Using our template, no AC networking titles should not be longer than 15 words, and the abstracts would allow for approximately 50 words maximum between the advising community name and the topics you may include. Please adhere to the title and abstract samples as much as possible, but insert appropriate information in the areas where there is red text. Please copy the title and abstracts into the specific sessions on each region tab you will have members leader networking sessions. We’ve provided a sample on each page for you to reference as you fill out.

Please let us know if you have any questions.
Tony Lazarowicz
Division Representative, 2022-2024
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Greg Mason
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