

## Division Unit Report for the Advising Students with Disabilities

### Submitted by Erika Velarde, M.S. [evelarde@fau.edu](mailto:evelarde@fau.edu)

Please complete **Columns 1 through 6** and return by **November 1, 2016**, to Commission & Interest Group Division (CIGD) Reps Karen Archambault, [karchambault@bcc.edu](mailto:karchambault@bcc.edu), and Erin Justyna, [erin.justyna@ttu.edu](mailto:erin.justyna@ttu.edu), with a copy to CIGD Liaison Elisa Shaffer, [elshaffer@ksu.edu](mailto:elshaffer@ksu.edu). Please copy your unit's CIGD Steering Committee Member 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 CIGD 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.

<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 (Only completed in August 2016 report)</b>	<b>Future action(s) based on data (Data-informed decisions) (Only completed in August 2016 report)</b>
<b>Develop and sustain effective Association leadership</b> <b>Provide professional development opportunities that are responsive to the needs of advisor and advising administrators</b>	<b>Create an active Commission Steering Committee</b>	<b>Solicit volunteers for steering committee from CIGD Fair and Annual Conference Meeting 2016</b>  <b>Connect with Elisa Shaffer at EO to schedule meetings in adobe connect room</b> <b>Determine steering committee needs &amp; roles</b>	<b>Steering committee created (Yes/No)</b> <b>Steering committee met (minimum) once per month via adobe connect or conference call</b>	<b>None</b>	<b>Small member base</b>		

<p><b>Expand and communicate the scholarship of academic advising.</b></p> <p><b>Provide professional development opportunities that are responsive to the needs of advisors and advising administrators.</b></p>	<p><b>Increase the number of Annual Conference Proposals.</b></p>	<p><b>Emails to Commission, Listserv, Continue Brainstorming sessions.</b></p>	<p><b>Number of proposals will increase from 3 to from last year.</b></p>	<p><b>None</b></p>	<p><b>The Commission is small and members may not be interested in doing proposals related to disabilities. We will use brainstorming session and email communication to support and encourage submission. Use a survey to help gauge interest in topics and pair</b></p>		
<p><b>Provide professional development opportunities that are responsive to the needs of advisor and advising administrators</b></p>	<p><b>Update commission website and social media outlets</b></p>	<p><b>Contact CIGD website to update website information Contact past chairs for social media access information</b></p>	<p><b>Updated website and social media content</b></p>	<p><b>None</b></p>			