

Division Unit Report for the Liberal Arts Advisors Commission Submitted by erin donahoe-rankin

Please complete **Columns 1 through 6** and return by **November 1, 2016**, to Commission & Interest Group Division (CIGD) Reps Rebecca Cofer, rcofer@abac.edu, and Erin Justyna, erin.justyna@ttu.edu, with a copy to CIGD Liaison Elisa Shaffer, elshaffer@ksu.edu. Please copy your unit's CIGD Steering Committee Member as well.

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, 2017.

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 2017 report)	Future action(s) based on data (Data-informed decisions) (Only completed in August 2017 report)
Develop & sustain effective Association leadership.	Establish an ongoing Commission Steering Committee (2+). Establish other involvement opportunities for commission members.	Solicit volunteers at Annual Conference Meeting (and through ListServ); Follow-up invitations to serve on steering committee. Determine steering committee needs and roles, particularly in the context of immediate Commission needs. --Establish Regional Commission representatives for outreach & communication.	Report of steering committee members -provide list of members, roles, contact info -establish with ample time prior to annual proposal readings. Steering Committee will establish regular communication via zoom/ conf. call, email, and/or other methods. Report of regional reps/members -provide list of members, roles, contact info -establish & coordinate with ample time prior to regional conferences.	Collaborate with Regions/Region Conferences regarding dates, best options.	Ongoing/regular participation is the #1 issue. Working on increasing commission leadership, as well as a increasing outreach/visibility, will hopefully lead to a committed core leadership team, and a broader membership involvement/base to draw from.	In consultation with the incoming Chair, it was decided that the Steering Committee going forward would include Current Chair, Past Chair, and members to aid in continuity.	Request report/info re: membership to pass on to incoming Chair, in order to facilitate ongoing goals. Incoming Chair will establish new meeting schedule & solicit additional members.

<p>Provide professional development opportunities that are responsive to the needs of advisors and advising.</p>	<p>Establish additional/ ongoing objectives and goals informed by the commission.</p> <p>Increase commission communication & visibility.</p>	<p>Develop & administer commission survey.</p> <p>Outreach through ListServ, Facebook page, Commission member email.</p> <p>Outreach at Regional conferences via Regional reps.</p>	<p>Review results of commission survey.</p> <p>Review participation & responses to target most effective/desired options.</p> <p>Reporting/responses from Regional reps.</p>	<p>CIGD Steering/Admin, re: survey, emails</p> <p>Facebook Group Admin (not currently the Chair or Steering members)</p> <p>Future collaborations w/ other Commissions, based on anticipated overlap</p>	<p>Ongoing/regular participation is the #1 issue. Working on increasing commission leadership, as well as an increasing outreach/visibility, will hopefully lead to a committed core leadership team, and a broader membership involvement/base to draw from.</p> <p>Hopefully, a survey will help us know if we are on the right track!</p>	<p>The survey has been tabled.</p> <p>Facebook Admin access granted (requested 7/8/16, granted Aug 2017), also added incoming Chair as admin.</p> <p>Regional reps did not happen this Spring; roles need clearer defining and expectations.</p>	<p>Ongoing work regarding a survey will be at the discretion of the incoming Chair.</p> <p>Facebook group increased to 30, all joined in 2016-2017, this will continue to be one mode of outreach.</p> <p>Ongoing work regarding Regional reps will be at the discretion of the incoming Chair.</p>
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