

Division Unit Report for the _____ Assessment of Advising_____ (Name of Commission/Interest Group)
Submitted by _____ Kathy Zarges, kmzarges@kent.edu_____ (Name and email of Commission/Interest Group Chair)

Please complete **Columns 1 through 6** and return by **November 1, 2015**, to Commission & Interest Group Division (CIGD) Reps Karen Archambault, karchambault@bcc.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.

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.

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	-Increase the number of NACADA publications (presentation proposals, clearinghouse articles, AAT articles, etc.) that are submitted on the topic of assessment.	-Encourage the Assessment Commission membership to submit proposals on the topic of assessment using the Listserv and the email distribution list from the executive office. - Encourage attendees of the Assessment Institute to submit articles for the	-Increase number of proposal submissions on the topic of Assessment (as indicated on submission form). -Increase number of clearinghouse articles submitted about assessment work (these are reviewed by the commission and therefore we can access this information).	- Assessment Institute faculty and advisory board -Assessment Institute attendees	-May be harder to track the impact and know if the impact was a result of our outreach. -Will require that others have an interest in presenting/publishing	- To the best of my knowledge, there have not been any proposals submitted to the clearinghouse on the topic of assessment. -For NACADA Annual conference- we had an	- The steering committee, future commission chair, and I have talked about working with the past attendees of the NACADA assessment institute and encouraging them to submit materials and proposals.

		clearinghouse through individual outreach -Follow-up with Assessment Institute attendees 4 weeks after the AI to see if they are considering this.	-Increase number of submissions to the AAT or other publications on the topic of assessment.			increase from 32 submissions on the topic of assessment for the 2015 conference to 48 for the 2016 conference.	-We have also started working on cleaning up and revising the Assessment Commission website. This may provide additional opportunities to seek out articles or publications on assessment.
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<p>Provide professional development opportunities that are responsive to the needs of advisors and advising administrators</p>	<p>-Encourage more people to attend the Assessment Institute as a result of the Assessment Commission. -Connect people who are interested in doing assessment of advising with others who share similar interests and are working on similar projects.</p>	<p>-Utilize the Assessment Commission listserv and/or distribution list through the Executive office to share information about the Assessment Institute scholarships that are available. -Utilize the same resources to have someone who attended the institute in the past share their experiences and accomplishments as a result of attending the institute -Ask recent attendees of the assessment institute to join the commission listserv and ask if they are willing to pair as a mentor with someone who has never attended.</p>	<p>-Increased number of scholarship applications from previous years. -Increase number of participants from previous years. -Increased number of inquiries about the assessment institute. -Created and implemented a mentorship/pairing opportunity within 6 months of next Assessment Institute and have at least 6 people participate.</p>	<p>- Assessment Institute faculty and advisory board -Assessment Institute attendees -Executive office</p>	<p>-There are many reasons that people do not attend Assessment Institute that have nothing to do with advertising and publicizing it. -Not sure if there will be an interest in creating a mentoring opportunity.</p>	<p>- There were 133 people who attended the NACADA assessment institute for 2016 compared with 135 in 2015, so it was a decrease of 2 participants. -We had 11 scholarship applications in 2016 as opposed to 9 in 2015, so we saw a slight increase in that area. -We were not able to implement the mentoring/pairing opportunity as we had hoped.</p>	<p>-For 2015, we used the assessment commission listserv to have two people tell their experiences with the Assessment Institute and applying for scholarships. We can continue to use the listserv to have individuals share their experiences. -We would also like to implement a mentorship/partnering opportunity in the future. We have individuals from the steering committee interested in working on that.</p>
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<p>Develop and sustain effective association leadership</p>	<p>-Establish a solid Steering Committee to be in place for the new leadership.</p>	<p>-Reach out to individuals who said they were interested in being involved in the Steering Committee. -Hold a minimum of 3 steering committee phone meetings in the next 12 months</p>	<p>-New Commission chair begins leadership position with an active steering committee</p>	<p>-Executive office (to utilize technology) -Assessment Commission members</p>	<p>-Time -Resources</p>	<p>-We have a very interested and committed steering committee that will continue with our new chair. -I have passed all the information, documents, and resources along to the new chair and plan on continuing to work with her in the next year. -I have asked the Assessment Institute Chair to include her on the Assessment Institute Advisory Board, as previously discussed and have asked the Assessment Institute Steering Committee chair to continue to sit on the commission steering committee.</p>	<p>-The next step here is to hand over the leadership at the October annual meeting. Both myself and the new commission chair will be there and so it should be a smooth transition. -We will ask steering committee members to introduce themselves at the annual meeting in October.</p>
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<p>Pursue innovative technology tools and resources to support the association</p>	<p>- Create an interactive and innovative commission website that the NACADA membership can use for resources and information.</p>	<p>-Electronic interest form that members can fill out that indicates their assessment interests and pairs them with others who have similar interests. -Add resources and information to the assessment commission page.</p>	<p>-Electronic interest form is up and running by October 2016, with at least 2 people who have used it. -A minimum of 2 assessment spotlights on the commission website.</p>	<p>-Executive office -Steering committee - Technology experts</p>	<p>-Time and resources -Identifying people who have strengths in technology innovation.</p>	<p>- Unfortunately, we were not able to complete the items yet. Our goal is to kick off an 'electronic interest form' by October 2016. We will need to see if this is feasible or will need to be passed along to the new commission chair.</p>	<p>-The next step is to work with the steering committee and devise the specific steps necessary to make this happen. There are individuals interested in working on this, we will need to get that group together and devise a plan.</p>
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