



ADVISING
COMMUNITIES

**Division Unit Report for ASSESSMENT of ADVISING
Submitted by BRIAN BUCKWALD**

Columns 7 and 8 are completed for the progress report due August 15, 2020. Please send your report to ACD Reps: Rebecca Hapes (rhapes@tamu.edu), Amber Kargol (akargol@iastate.edu) and EO Liaison Dawn Krause (dawnkrause@ksu.edu). Please copy your [Cluster Rep](#) as well. Thank you!

1. NACADA Strategic Goal(s) <i>(List one of NACADA's 7 strategic goal(s) related to the specific desired outcome in #2)</i>	2. Specific desired outcome <i>(What you want to occur as a result of your efforts; what you want someone to know, do, or value)</i>	3. Actions, activities or opportunities for outcome to occur <i>(What processes need to be in place to achieve desired outcome)</i>	4. Outcome measurements & related data instrument(s) <i>(How will you specifically measure the outcome and with what instruments? e.g. survey, focus group)</i>	5. Other groups or individuals to connect <i>(List opportunities for collaboration with other groups)</i>	6. Anticipated challenges <i>(How will you address issues that arise as you work to achieve the outcome?)</i>	7. Progress toward outcome <i>(Complete in August 2020 report)</i>	8. Future action(s) based on data (Data-informed decisions) <i>(Complete in August 2020 report)</i>
Engage in ongoing assessment of all facets of the Association.	Conduct a survey of the Assessment of Advising Community membership to ascertain their training needs, receptivity to types of support, and types of advising assessment job responsibilities they hold and share the results of the survey with the Assessment AC by 8/1/2020.	Assign lead on steering committee. Review proof with steering committee and then Executive Office.	Survey	ACD Leadership and Executive Office AC Membership	Lead must balance the task of coordinating this assignment and delegating to connected volunteers with regular work and life responsibilities. The ACD Leadership and EO must also be given plenty of time to review and comment on plans.	Steering committee prepared draft and focus of survey but paused this effort during the pandemic.	The incoming chair will be briefed and receive draft on or before Oct 2020 transition.

<p>Provide professional development opportunities that are responsive to the needs of advisors and advising administrators.</p>	<p>Create a social media space specifically for the Advising Assessment community and attain at least 100 group members by 8/1/2020.</p>	<p>Assign lead on steering committee. Notify the EO with the location and platform selected. Invite the necessary EO staff to share space administrator role.</p>	<p>Count of members who joined the community.</p>	<p>ACD Leadership and Executive Office. AC Membership</p>	<p>A communication plan (frequency and nature of posts) and community guidelines (participant expectations) will need to be reviewed by steering committee before creating a space. The space must then be created with enough time to provide the AC membership with ample communications, opportunity, and time to join the page.</p>	<p>Steering committee determined LinkedIn as platform, citing popular use among AC members. Facebook, Discord, Twitter, and other options were discussed though members were not regularly using or had other concerns regarding these platforms. Due to pandemic a dedicated volunteer to lead this effort was not stable.</p>	<p>Volunteers will be solicited at Oct 2020 conference. The incoming chair will also be briefed on community feedback.</p>
<p>Expand and communicate the scholarship of academic advising.</p>	<p>Submit a finalized publication prospectus for a second edition Advising Assessment pocket guide to the Executive Office by 8/1/2020.</p>	<p>A project manager needs to push and coordinate parties involved to allow ample review time and meet deadline. 1-2 meetings with the Steering Committee, Leigh Cunningham, and interested parties must occur for ample opportunity to provide feedback.</p>	<p>Consensus occurs between project manager and EO that a final draft was achieved.</p>	<p>Assessment Institute Leadership and Faculty Executive Office</p>	<p>The project manager must plan and follow a timeline to maintain forward progress during the year whilst providing parties ample time and opportunity for participation and feedback.</p>	<p>Rich Robbins, Kathy Zarges, and Marsha Miller completed first draft in what they hope to be part 1 in 2 part series. Members of AC and steering community provided feedback on draft.</p>	<p>Brief incoming chair on progress made, and encourage communication and opportunities for collaboration between the authors and AC.</p>

Provide professional development opportunities that are responsive to the needs of advisors and advising administrators.	Host five Zoom hot-topic online-drop-in Advising Assessment informal chats with at least five participants (excluding organizers) by 8/1/2020.	Assign lead to work with steering committee on identifying topics and communicating plan to AC membership with ample time for them to schedule participation. Secure Zoom room space with Executive Office.	Count of attendance and occurrences of Zoom hot-topic online-drop-in meetings.	Other ACs that relate with topic as applicable. Executive Office AC Membership	Establish a plan and schedule of individual chat leads to share work effort responsibility. EO must be provided with enough advance notice (a week) to create Zoom spaces.	Steering committee reviewed in January and began to narrow topics/presenters. Due to pandemic volunteer time to move forward was not stable.	Use annual conference to identify new set of potential speakers and topics for the following year. If we cannot secure any speaker commitments following conference we should consider retooling to more informal format.
Develop and sustain effective Association leadership.	Conduct four meetings of the Assessment AC Steering Committee with at least five participants per meeting (excluding chair or guests) by 8/1/2020.	Provide existing membership an opportunity to join the steering committee (replenish and increase number of participants). Identify and communicate meeting dates early in the year.	Count of attendance and occurrences of steering committee meetings.	ACD Leadership and AC Membership	Everyone has jobs and life to balance with their NACADA volunteer roles, planning and scheduling of meetings must occur early to allow ample time and opportunity for participants. EO must be provided with enough advance notice (a week) to create Zoom spaces.	Three of four completed (Oct 2019, Dec 2019 and Jan 2020). Attendance was 5-8 participants between three. (8, 5, and 7 respectively) A fourth is being scheduled for Sept 2020, to occur prior to annual conference.	Outgoing chair to have final steering committee meeting prior to annual conference in which incoming chair can attend. Advise incoming chair what worked well for participants; setting dates in advance, having point persons, etc.

Resources:

NACADA Strategic Goals - <https://www.nacada.ksu.edu/About-Us/Vision-and-Mission.aspx>

Advising Community Self-Assessment Rubric - <https://docs.google.com/document/d/1QRd4FTxuE72NDOMdcw8cnDP7k5pISRZIYhYzG-EqP0o/edit?usp=sharing>

Advising Community Chair Self-Assessment Rubric - https://docs.google.com/document/d/1Z-4O7ir_AzjM088vGN0sC5odtYOEMbNAYYseEUU6U88/edit?usp=sharing