Division Unit Report for LIBERAL ARTS ADVISING
Submitted by Ashley Glenn

1. **NACADA Strategic Goal(s)** *(List one of NACADA's 7 strategic goal(s) related to the specific desired outcome in #2)*	2. **Specific desired outcome** *(What you want to occur as a result of your efforts; what you want someone to know, do, or value)*	3. **Actions, activities or opportunities for outcome to occur** *(What processes need to be in place to achieve desired outcome)*	4. **Outcome measurements & related data instrument(s)** *(How will you specifically measure the outcome and with what instruments? e.g. survey, focus group)*	5. **Other groups or individuals to connect** *(List opportunities for collaboration with other groups)*	6. **Anticipated challenges** *(How will you address issues that arise as you work to achieve the outcome?)*	7. **Progress toward outcome** *(Complete in August 2020 report)*	8. **Future action(s) based on data** (Data-informed decisions) *(Complete in August 2020 report)*
Develop and sustain effective community leadership	Ongoing committee members: discuss professional goals and how the AC fits their strengths and goals. New committee members: recruit two new steering committee members; upon joining, discuss professional goals and how the AC fits their strengths and goals.	Confirm continuing steering committee members Send out a new chair introduction email, giving context of "what is the role of the steering committee?" Communicate with new members about leadership opportunities. Reach out to continuing and incoming steering committee members.	Send survey in introduction email Review the "how would you like to get involved?" responses Work with steering committee members to set one specific, measurable, achievable, relevant, and time-bound goal—related to their professional development and the AC.	All members: Communicate that I serve as an informal mentor to all membership Invite advising community membership to join steering committee or volunteer as a proposal reader.	Individuals may not follow up via emails or by participating. Once we outline each steering committee's members goal or shared goal, I plan to map out expectations for this goal. Set regular steering committee meetings and keep open communication.	Chair Intro: Sent email on Nov. 13 to listserv + NACADA members Steering Committee: welcomed 4 new steering committee members; 2 members are continuing. Proposal Readers: recruited 8 readers from the welcome email	Check in with 6 steering committee members to discuss their experience in the last year and create one goal for the upcoming year. Continue bimonthly steering committee meetings to plan programming for upcoming year.

| Engage in ongoing assessment of all facets of the Association | Hear from membership about topics they believe are missing within Liberal Arts. This feedback will help to guide our ongoing online discussions and assist us in finding AC's to collaborate with. | Send out membership survey where I gather feedback on "topics missing in the Liberal Arts" and "something you are hoping to learn with this community". | Year 2019-2020 topics request survey has already been shared with members. And within 24 hours, 7 members have given feedback on topics they see missing in the Liberal Arts. | All members: In mid-December, will share results with membership as a step toward fostering collaboration within online discussions, publications, and conference proposals. Concomitantly, will announce annual proposals call.

Advising Community: Based on survey results, I aim to collaborate with 1 AC in a 2019-2020 online discussion. | There may be too many topics to include within online discussions.

Time and distance may prove a challenge in attempting to connect members with similar interests together on a presentation or publication or leading an online discussion. | On May 12th, hosted an Online Chat on Liberal Arts Orientation in a Virtual World.

84 advisors signed up

4 steering committee members presented; 1 member facilitated the chat | Plan 2 Liberal Arts online discussions / presentations for the upcoming year. Use topics sent in by membership – 10 suggestions received.

Reach out to community membership to see if members have a topic/presentation they would like to share. With so many regional conferences canceled, this could be an opportunity for folks to reach a larger audience virtually. |
| Expand and communicate the scholarship of academic advising | Increase the level of engagement within the AC. | Continue bi-monthly Zoom chats. Utilize the membership survey results to determine topics that Liberal Arts advising see missing in our community.

Create "member profiles" to add to the NACADA webpage and to share via Facebook. | Keep regular communication—one email a month to the Liberal Arts listserv. With open lines of communication, members can share feedback.

Send membership update after each Zoom chat—so those who missed the talk can watch it.

Track members who reach out via email or LinkedIn. | AC Steering Committee & Cluster Rep | What communication medium to members prefer? Need to determine if sharing through Facebook or through the listserv works best. Or do these serve different audiences? | Sent February and May emails.

Added May Zoom chat to the Liberal Arts webpage, sent link to membership, and shared Google folder of orientation resources.

10 members reached out over email. Sent personalized follow-up with ways to get involved. | Change email expectation from monthly to every other month.

Create member features for next year's monthly communications – 7 members signed up and were interested in taking part! |

INSERT rows as needed

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-EgP0o/edit?usp=sharing
Advising Community Chair Self-Assessment Rubric - https://docs.google.com/document/d/1Z-4O7ir_AzjM088vGNOsC5odtYOEMbNAYYseEUU6U88/edit?usp=sharing