# Division Unit Report for the Faculty Advising Commission

Submitted by Kristan Venegas, kristanv@usc.edu

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.

<table>
<thead>
<tr>
<th>NACADA Strategic Goal(s) (List strategic goal(s) to which the outcome is related)</th>
<th>Specific desired outcome (What you want to occur as a result of your efforts; what you want someone to know, do, or value)</th>
<th>Actions, activities or opportunities for outcome to occur (What processes need to be in place to achieve desired outcome)</th>
<th>Outcome measurements &amp; related data instrument(s) (How you will specifically measure for the outcome and any instruments you will specifically use e.g. survey, focus group)</th>
<th>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)</th>
<th>Challenges (if any) anticipated in achieving this outcome (How you plan to address difficulties that may arise as you work to achieve the outcome)</th>
<th>Progress toward achieving outcome (Only completed in August 2016 report)</th>
<th>Future action(s) based on data (Data-informed decisions) (Only completed in August 2016 report)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Update the Faculty Advising Pocket Guide</td>
<td>An updated faculty advising pocket guide to serve as a resources for advising faculty.</td>
<td>a. We are developing a taskforce and timeline to complete the guide.</td>
<td>We’ll know we have succeeded if we have completed the document by the end of 2015.</td>
<td>A working team including Robert Alexander, David Boose, Leigh Cunningham, Alison Hoffman, and Kristan Venegas hope to complete the draft by the end of August 2015</td>
<td>We expect to complete this document by December 2015</td>
<td>Completed November 2015</td>
<td>Discussed in commission meeting; will submit proposal for National Conference</td>
</tr>
<tr>
<td>2) Continue to develop community within the commission.</td>
<td>To strengthen the participation of faculty within NACADA</td>
<td>Reinstall the NACADA blog posts in January</td>
<td>Produce five blogs by June 2015</td>
<td>Have not made progress towards this goal, but will work on once</td>
<td>Will reintroduce this idea at the commission meeting in October</td>
<td>Blog idea was noted during commission meeting. However, there was not as much</td>
<td>Establish work group to develop a communication plan</td>
</tr>
</tbody>
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1. **Update the Faculty Advising Pocket Guide**
   - An updated faculty advising pocket guide to serve as a resources for advising faculty.
   - Actions: a. We are developing a taskforce and timeline to complete the guide.
   - Outcome: We’ll know we have succeeded if we have completed the document by the end of 2015.
   - Other groups: A working team including Robert Alexander, David Boose, Leigh Cunningham, Alison Hoffman, and Kristan Venegas hope to complete the draft by the end of August 2015.
   - Challenges: We expect to complete this document by December 2015.
   - Progress: Completed November 2015.

2. **Continue to develop community within the commission.**
   - To strengthen the participation of faculty within NACADA.
   - Actions: Reinstall the NACADA blog posts in January.
   - Outcome: Produce five blogs by June 2015.
   - Other groups: Have not made progress towards this goal, but will work on once.
   - Challenges: Will reintroduce this idea at the commission meeting in October.
   - Progress: Blog idea was noted during commission meeting. However, there was not as much.

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**Future action(s) based on data (Data-informed decisions) (Only completed in August 2016 report):**
- Discussed in commission meeting; will submit proposal for National Conference.
- Establish work group to develop a communication plan.
| 2015, include other faculty bloggers from commission | Monitor listserv participation | advising draft is done. The NACADA listserv is naturally active with | No specific action at this time. | interest in this approach |