

Division Unit Report for the Two-Year Colleges Commission (Name of Commission/Interest Group)
Submitted by Brandan Lowden, brandan.lowden@ppcc.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)
Provide professional development opportunities that are responsive to the needs of advisors and advising administrators	Six of the ten regional conferences will have a Two-Year Colleges roundtable discussion facilitated by Commission members	1. Solicit volunteers to submit presentation proposals to individual regional conference committees. 2. Reach out to regional conference committees to advocate for the importance of these discussions.	1. Roundtable facilitators will provide short discussion summaries to commission chair. 2. Attendance data will be provided by each regional conference committee or session facilitators.	Regional conference committees	Conference committees will be contacted to proactively advocate for the acceptance of these proposals. Commission steering committee will recruit volunteers from their respective regions		

Expand and communicate the scholarship of academic advising	2016 Annual Conference presentation proposals submitted by persons from a two-year college will increase by 10% from the 2014 Annual Conference.	The commission steering committee will solicit Annual Conference presentation proposals that are targeted at specific topics of importance to two-year college advisors and advising administrators, based upon summaries from the regional conference roundtable discussions	Presentation proposal data from 2014 Annual Conference (Minneapolis) will be compared to presentation proposal data from 2016 Annual Conference (Atlanta).	Executive Office, 2016 Annual Conference Committee, Regional awards committees	Communicate with commission membership early and often regarding the Annual Conference presentation proposal process. Communicate with commission membership about regional travel grants to alleviate the costs of conference travel.		
Develop and sustain effective Association leadership	Each NACADA Region will be represented on the commission steering committee	Current steering committee members will recruit new steering committee members from their professional networks. The commission chair will work with the Executive Office liaison on creating a commission-wide email communication to recruit new steering committee members.	Regional representation of the commission steering committee	Executive Office CIG Liaison, Regional Division	Reach out to regional chairs to promote leadership opportunities in the Two-Year Colleges Commission to regional memberships.		