**Division Unit Report for Advising Community on Transfer Students**  
Submitted by Tony Lazarowicz

Please complete Columns 1 through 6 and return by November 15, 2019.

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

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<th>NACADA Strategic Goal(s)</th>
<th>Specific desired outcome</th>
<th>Actions, activities or opportunities for outcome to occur</th>
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<th>Other groups or individuals to connect</th>
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| Expand the use of innovative technology tools and resources to support the work of the Association | Membership will gain knowledge and share information regarding best practices, programs, and policies that support work with transfer students at a wide range of institution types (e.g. private and public institutions, 2 and 4-year institutions, international transfer etc,) | In order to complete this goal, we will host bimonthly ZOOM Transfer Talks  
- Steering Committee members will review notes from annual business meeting as well the survey completed in January 2019 to determine any particular topics to address.  
- The Steering committee members will | Upon completion of each event, we’ll post a link to a survey to assess the perception of the value and utility of the program looking at a) knowledge gained; b) ability to implement ideas to practice; c) applicability to role/institution | When possible, we will look to partner with other ACs when topics would overlap to bring in a wide audience. Possible groups we have discussed might include leaders from NISTS, other AC groups (i.e. Orientation Advising, First-Year Student; Advisor Training and Development) | This past year we had an average 35 people / session with 80 being the largest and 20 being the smallest.  
The anticipated challenge that we need to overcome this year is getting more people to engage in dialogue within the transfer talk, rather than being passive recipients.  
While finding the most optimal time and will always be a Over the 2019-2020 year, we have hosted 6 Transfer Talks with overwhelmingly positive feedback.  
**November 2019**: Advising Community Sponsored Sessions at Annual Conference (14 attendees)  
**February 2020**: NISTS Take-aways (attendance not captured)  
**April 2020**: Online Orientations (2 sessions) (136 attendees - session 1) | This ongoing series of programs has continued to garner positive review from attendees. Attendance has been higher in light of many people working from home. We’ll need to continue to identify how to attract large audience pools considering time and topic. We continue seek out feedback from attendees to identify additional topics for discussion. |
Provide professional development opportunities that are responsive to the needs of advisors and advising administrators

- Identify person(s) who can highlight effective practices, policies, and programs based on that survey.
  - We will utilize the membership list, listserv and social media to attract the widest audience, and when possible, look to partner with other ACs when topics would overlap to bring in a wide audience.

Develop and sustain effective Association leadership

- Recruit 2-3 new steering committee members to bring the total number back up to 7-8 members. We need to find a way to recruit from our diverse membership to be as representative of the diversity of the members we represent.
- Recruit members through social media and e-mail communications including with all communication a link to the newly created document pertaining to steering committee member roles and expectations.
  - Reach out to members who have previously volunteered or signed up to volunteer to gauge interest in consideration to serve on steering committee.

In recruiting and selecting our 2-3 new steering committee members, we’ll be cognizant of areas of diversity we do not currently represent and actively work to recruit people from those areas. The outcome measurement will be a full steering committee of 7-8 members by the end of January 2020 that is more diverse and representative than we currently area.

This is more internal to membership within the advising community, however, we could reach out to other Advising Community chairs to learn on their recruitment processes as well.

The biggest issue that arises with recruitment is getting people to commit to participating. People often are leery because of the amount of work perceived. While we do want to recruit people who can devote some time, we also need to be able to calm any hesitations to interested members of the expectations.

Over the course of this year, we recruited 5 new members. This goal was updated because we had one steering committee member move off due to role changes and the current chair will move into a new role within the ACD structure when the new chair begins in October.

We focused on adding diversity to our steering committee in region representation, institution type, gender and ethnicity. We successfully added diversity with respect to regional representation, institution type, gender, and ethnicity.

While we do not anticipate needing to recruit additional steering committee members at this time, we will continue to look at building membership and diversifying membership. As needed, we’ll continue to utilize volunteers and when appropriate, solicit members to apply for open steering committee positions/roles.
New members and current members have generally agreed to intend on serving for 2 years.

Expand and communicate the scholarship of academic advising
Promote the role of effective academic advising in student success to college and university decision makers

| Expand and communicate the scholarship of academic advising | Work collaboratively as a steering committee to co-author one article for publication in one of the NACADA publication outlets (AAT, Clearinghouse, or Journal) | Work with steering committee members to identify topic of interest and need to research and disseminate more information | There are really two measures of this being completed: • Was the article submitted for publication in a timely fashion • Article was approved for publication in respective submitted venue | May need to connect with the editors of each of the venues to determine potential needs or best practices for submitting articles | We are all bound by time restraints. If we set up a timeline of when things to be accomplished that everyone can agree upon, I think this will mitigate the potential concerns that could arise. | During the summer 2020, a subgroup of the steering committee is working on a piece to publish in Academic Advising Today. The article is focusing on developing institutional transfer guides and the group intends to have that prepared for submission for review in the December 2020 edition. | We will work to finalize this submission for review in December. Based on interest, members may also look for additional new content that would benefit from additional articles in AAT and other advising-related outlets. |

| INSERT rows as needed | |

Resources:

- Advising Community Self-Assessment Rubric - [https://docs.google.com/document/d/1QRd4FTxuE72NDOMdcw8cnDP7k5pISRZlYhYzG-EgP0o/edit?usp=sharing](https://docs.google.com/document/d/1QRd4FTxuE72NDOMdcw8cnDP7k5pISRZlYhYzG-EgP0o/edit?usp=sharing)
- Advising Community Chair Self-Assessment Rubric - [https://docs.google.com/document/d/1Z-4O7ir_AqjM088vGNOsC5odtYOEMbNAYYseEU6U88/edit?usp=sharing](https://docs.google.com/document/d/1Z-4O7ir_AqjM088vGNOsC5odtYOEMbNAYYseEU6U88/edit?usp=sharing)