

**Division Unit Report for
Advising Graduate and Professional Student Community
Submitted by Dr. Jamie Heck**

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 (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 <i>(Data-informed decisions)</i> <i>(Complete in August 2020 report)</i>
Provide professional development opportunities that are responsive to the needs of advisors and advising administrators	The Advising Graduate and Professional Student Community will become more informed of demographics, needs, strengths, and opportunities for improvement of our advising community to ensure we serve the diverse range of members we strive to have participating in the Advising Community.	The Advising Graduate and Professional Student Community will offer GPS (Graduate and Professional Student) Talks each semester (March 2020, June 2020, and September 2020). Member(s) of the steering committee will be identified to oversee activities and relevant communication associated with this goal.	A survey will be disseminated after the completion of the GPS Talk to determine the effectiveness of the event. In addition, the feedback from the survey will provide a guide for future GPS Talks and professional development initiatives. The survey will help to identify areas for improvement moving forward.	The Advising Graduate and Professional Student Community will collaborate with another organization, such as the Council of Graduate Schools (CGS) or the National Association of Graduate Admissions Professionals (NAGAP).	Attendance and involvement in events and initiatives is always a concern. We will promote the GPS Talks via social media platforms and the Advising Graduate and Professional Student Community listserv in addition to sharing the GPS Talks information with	The advising community launched our GPS (Graduate and Professional Students) Talks Series held via Zoom. They are held in March, June, and September each year. Information on our GPS Talks since October 1, 2019 is provided below: March 2020: Nuances of Advising Graduate International Students presented by Jordan Wienke, Ian Schonberg, and Shabeer Hussain Amirali (all	We will continue to host the GPS Talks Series in the future. We would like to continue to explore the possibility of collaborating with another professional organization or advising community on a future online discussion. We are continuing to take a pulse of our advising community to determine the needs and interests of members through surveys and providing

					<p>other organizations, such as the Council of Graduate Schools (CGS) or the National Association of Graduate Admissions Professionals (NAGAP).</p>	<p>GPS steering committee members) (64 attendees)</p> <p>June 2020: Step One: Onboarding presented by Melissa Brown, Allyssa Finder, Kyle McCool, Colleen Rose (steering committee member), Katelyn Talbott, and Rafael Almanzar (85 attendees)</p> <p>September 2020: Topic still being finalized.</p> <p>We conducted surveys at the conclusion of each GPS Talk and shared this information with presenters and steering committee members. The feedback helped to inform newsletter content and future online discussions.</p>	<p>opportunities for feedback.</p>
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Promote the role of effective academic advising in student success to college and university decision makers	Membership will gain knowledge and share information regarding best practices, programs, and policies that support the student experience of graduate and professional students based on various characteristics (i.e., institutional type (private and public institutions), international students, online learners, area of study, etc.)	Beginning in February 2020, we will offer monthly resource/article spotlight to highlight initiatives, programming, and scholarship focused on the needs and experiences of graduate and professional students. Member(s) of the steering committee will be identified to oversee activities and relevant communication associated with this goal.	We will solicit feedback from our Advising Graduate and Professional Student Community members via a survey to determine the satisfaction of the highlighted monthly resources/articles as a means to measure the outcome of this initiative.	N/A	We want to make sure that the topics and resources are timely and relevant to our Advising Graduate and Professional Student Community members. We will solicit feedback and recommendation of resources/articles from our Advising Graduate and Professional Student Community members.	A survey was conducted in November 2019 to obtain insight into the needs and interests of our advising community members. There were 23 survey responses. Many commented on the desire for enhanced communication, sharing of information regarding best practices and programming to best support graduate and professional students. In response to the desire for enhanced communication and to provide a platform for the sharing of information and ideas, the advising community launched a monthly newsletter in February 2020. Courtney Lewellen and Dawn Loyola are co-editors of the newsletter. We work collaboratively to create content that is timely and relevant	In November 2020, we will administer another survey to gather insight into the efforts and initiatives implemented since October 2019, which will also inform the goals of our advising community moving forward. We intend to continue the monthly advising community newsletter in 2020-2021.

					<p>for our advising community members and friends. The structure of our newsletter includes: publication spotlight, member highlight, outside professional resource, and events. Our newsletter has been a great vehicle to promote available professional development opportunities, share resources, and to celebrate the achievements of our advising community members and friends. The April 2020 newsletter served as a special edition focused on COVID-19 Information and Resources and Graduate/Professional Student Appreciation Week Programming Ideas.</p> <p>Advising community members and friends are encouraged to provide feedback directly to the advising community chair when the newsletter is posted via the listserv and Facebook page. The newsletter is also accessible via the advising community website.</p> <p>The below podcasts focused on the needs</p>	
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						<p>and experiences of graduate and professional students were released. The advising community chair was interviewed for both podcasts.</p> <p>Get Online...Podcast Series through the Great Plains Interactive Distance Education Alliance</p> <p>Adventures in Advising Podcast Episode 15</p> <p>The advising community implemented email campaigns to promote Graduate/Professional Student Appreciation Week and Global Advising Week.</p> <p>The advising community Facebook page has been very active since October 2019. We have increased postings on the page. There are typically between 2-4 posts per day. There was a 48% increase in the number of Facebook page likes (October 1, 2019: n=323; July 31, 2020: n=478). There was a 54% increase in the number of Facebook page followers (October 1, 2019: n=335; July 31, 2020: n=515).</p>	
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						We have attempted to drive activity to the advising community listserv and the advising community webpage. All initiatives and efforts, such as the GPS Talks Series and the advising community newsletters can be found on the advising community webpage and are disseminated through the advising community listserv as well.	
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Develop and sustain effective Association leadership	The Advising Graduate and Professional Student Community will establish a document that outlines the Steering Committee structure, responsibilities, time commitments, and goals for representation. This	A document will be created that outlines the Steering Committee structure, responsibilities, time commitments, and goals for representation. This will be created collectively based on the feedback of steering committee	The creation of the document will be the measurement used to determine if the outcome was met.	N/A	I anticipate that this will need to revisit this document (after the 2020 NACADA Annual Conference) to make edits to continue the momentum of the Advising Graduate and Professional	A steering committee of 7 advising community members and the advising community chair was formed. We meet via Zoom monthly (on the 4 th Wednesday of each month). A meeting agenda is created for each meeting and meeting minutes are disseminated after the meeting to summarize	There is the opportunity to continue to enhance the document outlining responsibilities of the steering committee, specifically denoting the assignment of responsibilities to specific steering committee members. This has

	<p>document will also serve as a means of transparency for the Advising Graduate and Professional Student Community members.</p>	<p>members as a result of future Zoom meeting discussion(s).</p> <p>Beginning in February 2020, we will offer monthly steering committee member spotlight to assist community members in learning more about the leaders within the Advising Graduate and Professional Student Community.</p>			<p>Student Community and the Steering Committee.</p>	<p>talking points and next steps. Meeting reminders are sent out prior to each steering committee meeting.</p> <p>All advising community steering committee documents are included in a shared drive accessible by all steering committee members.</p> <p>We created a document outlining the responsibilities and initiatives of the steering committee.</p> <p>It has been exciting to see the dedication and engagement of the advising community steering committee members. This provides a lot of confidence in the leadership within this advising community for years to come.</p>	<p>not been needed up to this point as steering committee members have volunteered for tasks and all responsibilities have been fulfilled in a timely and satisfactory manner.</p> <p>It is possible that adding members to the advising community steering committee might be warranted depending on the specific initiatives we outline for 2020-2021.</p>
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Expand and communicate the scholarship of academic advising	Increase the submission of articles and conference proposals by Advising Graduate and Professional Student Community members to NACADA sponsored platforms and conferences	<p>Create communication plan and platform for Advising Graduate and Professional Student Community members to share ideas and build relationships in submitting writing publications and conference proposals</p> <p>Member(s) of the steering committee will be identified to oversee activities and relevant communication associated with this goal.</p>	I will work with the NACADA Executive Office to determine how many of our members have submitted writing publications and conference proposals and compare this data to prior years.	The Advising Graduate and Professional Student Community could collaborate with another organization, such as the Council of Graduate Schools (CGS) or the National Association of Graduate Admissions Professionals (NAGAP), or with other advising communities within NACADA to examine the graduate and professional student experience from a variety of perspectives.	Barriers, such as time commitment and communication, could exist in writing articles and conference proposal presentations. We can try to reduce these barriers by creating a google doc to encourage members to collaborate together on writing or presenting opportunities.	<p>In an effort to increase the submission of region and annual conference proposals, the advising community chair sent out a recorded video encouraging members to submit a conference proposal and outlining recommendations and next steps. The advising community chair also sent out a google doc to advising community members to gather contact information and topics of interest. The advising community chair helped to pair members who had common interests, contacting them and introducing them to one another.</p> <p>For the 2020 NACADA Annual Conference, there were 19 submitted conference proposals and 7 accepted</p>	<p>In the future, we will continue to encourage members to contribute to the scholarship of advising graduate and professional students. The google doc has been a great platform to have members share interest and promote collaborations between advising community members.</p> <p>We would love to see the number of submitted/accepted region and annual conference proposals and writing publications focused on graduate and professional students continue to increase in the future.</p> <p>The advising community steering committee would like to explore the possibility of creating a pocket</p>

					<p>conference proposals of our advising community members. This was a 73% increase for submitted proposals from 2019 (n=11) and 2020 (n=19). It was also a 40% increase for accepted proposals from 2019 (n=5) to 2020 (n=7).</p> <p>The following annual conference proposals were selected as community sponsored presentations:</p> <p>Coaching to Promote Transformative Learning For Doctoral Students</p> <p>All Aboard! A Panel on Graduate Student Online, Hybrid, and Campus Orientation Models</p> <p>As for NACADA Region Conferences, there were 6 total presentations accepted that were focused on graduate/advising students.</p> <p>We had 11 advising community members volunteer to serve as annual conference proposal readers.</p> <p>An email was sent out encouraging advising community members</p>	<p>guide focused on graduate and professional students during 2020-2021. A working group of advising community members will be created to lead efforts in the submission of a pocket guide draft.</p> <p>There is still the opportunity to collaborate with another advising community or professional organization on a presentation or publication.</p>
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						<p>to submit a NACADA On Demand Session presentation. An advising community member submitted a presentation for a NACADA On Demand Session.</p> <p>Since October 2019, the following <i>Academic Advising Today</i> articles focused on graduate and professional students were published:</p> <p>Online Graduate Advising: It's Much More than What Class Comes Next (December 2019)</p> <p>Empowering Graduate Students: Cultivating Environments for Student Success (September 2020)</p> <p>The advising community chair was awarded the NACADA Region 5 Crossing Borders Grant. The intention is to use this grant funding to attend a state conference to bring awareness of the needs and experiences of graduate and professional students as well as to promote the work of our advising community.</p>	
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						<p>Due to COVID-19, the state conference was canceled. Therefore, plans are pending, but the intention is to attend a state conference in the future.</p> <p>Two advising community members were approved to disseminate a NACADA sponsored survey. Research Question: What are the roles and functions of non-faculty, full-time professionals who academically advise graduate and professional students in postsecondary education and strategies employed by these individuals to combat student attrition? The survey was sent out at the end of June 2020 and was closed at the end of July 2020.</p> <p>In July 2020, a listserv announcement was posted to promote a book chapter call for proposals. The advising community chair also sent out a google doc to advising community members to gather contact information and topics of interest. The advising</p>	
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						community chair helped to pair members who had denoted interest in the same book chapters. They were contacted and introductions were made.	
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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_AzjM088vGNOsC5odtYOEMbNAYYseEUU6U88/edit?usp=sharing