

The ADVISING ADMINISTRATOR

*A newsletter of the NACADA Advising Administration Commission
September 2002*

This on-line edition of The Advising Administrator marks the third time we have issued this newsletter in an electronic format. The original plans for dissemination of this newsletter called for having two (2) editions prepared each academic year. While things have not quite worked out that way, we continue to hope that the information presented in this newsletter is useful particularly with regard to informing the membership about Commission activities.

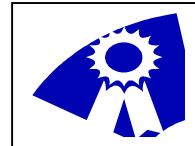
In this edition, we are highlighting the national conference and some of the activities in which the Commission has been involved over the past year. We look forward to seeing you in Salt Lake City!

ALSO, don't forget to check out the 1st Annual Academic Advising Administrators' Institute to be held in San Antonio, Texas February 12-14, 2003!

*Susan Campbell
Chair, Advising Administration Commission
Jayne Drake
Vice-Chair, Advising Administration Commission*

COMMISSION NEWS ◆

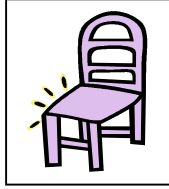
KEVIN MCKENNA RECEIVES SERVICE TO THE COMMISSION AWARD



It is only fitting that Dr. Kevin McKenna, one of the founding chairs of the Advising Administration Commission be the recipient of the first "Service to the Commission" award. His contributions to the Commission have been numerous and, as his nominator suggests, Kevin's nature disposition as a quiet, yet effective leader has served the Commission and NACADA well.

As Chair, Kevin oversaw the evolution of this Commission as it continued to go through phenomenal growth. He brought his own considerable skills in administration to the Commission structure, bringing sophistication in organization to this often unwieldy group. Kevin is never the sort to put himself forward for credit; he just works quietly and effectively in the background, ensuring that "things" happen – and they do! -- *Victoria A. McGillin, Ph.D.*

Kevin, while we will be formally presenting this award to you at our Commission Meeting in Salt Lake City, please accept this less formal and truly heartfelt thanks for all you have done from all of us in the Advising Administration Commission.



ALICE REINARZ ELECTED CHAIR OF THE ADVISING ADMINISTRATION COMMISSION

The Advising Administration Commission welcomes Alice Reinarz as its new chair, effective at the end of the National Conference in Salt Lake City. Dr. Reinarz is the Director, of LS & A Advising Center at the University of Michigan. Alice received both her B.A. and Ph.D. degrees in Microbiology from the University of Texas at Austin and was the 1990 recipient of the Carski Award for Distinguished Teaching, a national award given annually to one person in recognition of a career of distinguished teaching in microbiology.

Alice began her academic advising career at the University of Texas-Austin while teaching microbiology. She subsequently became the first Director of the Undergraduate Advising Center for the campus. As a result of her leadership, the Undergraduate Advising Center receiving a NACADA “Outstanding Institutional Advising Program Award” in 1995.

In addition to her work as the head of a large academic advising center, Alice continues to teach and participate in scholarship. She co-edited with Eric White, *Teaching Through Academic Advising: A Faculty Perspective*, produced by Jossey-Bass in 1996. Alice is also a contributing author for the NACADA *Academic Advising Handbook*, edited by Wes Habley and Virginia Gordon.

NATIONAL CONFERENCE NEWS

Advising Administration Commission Meeting *NACADA 2002 National Conference – Salt Lake City* *October 1, 2002* *3:00-4:00 p.m.*

The 2002 Advising Administration Commission meeting will be held on October 1st from 3:00-4:00 p.m. This meeting will be a combination of “business” items as well as a time for us to engage in collegial conversation about salient issues in academic advising administration. The “official” program description of this session is as follows:

The purpose of the Commission on Advising Administration is to provide a forum for sharing ideas and discussing common concerns. At this meeting we will briefly review commission progress toward meeting goals; in particular, implementation of the Service to the Commission on Advising Administration Award as well as the Outstanding

Advising Administrator Award that is now part of the general awards program. Also reviewed will be NACADA initiatives related to professional development for advising administrators. During this meeting, the incoming Commission Chair, Alice Reinartz, will also be introduced and involve participants in a brief planning discussion for the future. As always, we encourage interaction to facilitate the development of collegial networks.

Particular agenda items for this meeting include:

- **Service to the Commission Award**
The first award was made this year to Kevin McKenna for his outstanding contributions to the Advising Administration Commission. Kevin will officially be given this award at this meeting.
- **Outstanding Advising Administrator Award**
This award is part of the general advising awards program. It is important to review the criteria so that any recommendations for change can be made to the Scholarships and Awards Committee for next year.
- **Planning for the Next Year**
While the official transition for the incoming Chair is not until after the conference, it makes sense to begin the process while all of us are gathered together. Alice Reinartz will open discussion regarding her hopes for the Advising Administration Commission over the next couple of years. Of particular interest to Alice is the creation of an atmosphere of networking at the national conference.
- **Adjournment**
The Awards Presentation Ceremony begins at 4:15 and is followed by the Awards Reception at 5:15. Commission meeting participants are encouraged to continue conversation and networking at these two important conference events.

2001-2002 SUMMARY OF COMMISSION ACTIVITIES

For those of you who are curious about what kinds of things the Commission does, listed below is a summary of some of the activities in which the Advising Administration Commission was involved this past year.

- **Listserv.** The Administration listserv continued to be used by members to discuss a variety of issues related to academic advising per se and academic advising administration in general.
- **Professional Development Task Force.** The Commission was represented on the NACADA Professional Development Task Force that was chaired by Donna Poljanec. The Task Force met in Tampa, Florida January 26-27, 2002 to begin the development of a professional development plan for NACADA members. The specific purposes of the meeting were to:
 - Discuss the body of knowledge that constitutes Academic Advising
 - Determine to whom NACADA should direct its professional development efforts
 - Identify professional development needs of NACADA audiences

- Assess the degree to which those needs are being met and,
- Identify gaps in meeting those needs and establish plans to fill them.

Among the outcomes of the Task Force meeting was the initiation of Focus Groups at regional conferences and at the Salt Lake national conference to get feedback regarding the professional development needs of NACADA members to inform the professional development plan.

- **NACADA Newsletter.** The Commission was responsible for submitting a “Critical Issues in Advising” article for the June 2002 newsletter. The focus of the article, written by the Commission chair, was leadership.
- **Identification of Commission-sponsored Sessions.** Members of the Commission Steering Committee reviewed proposals for the Salt Lake conference and identified six (6) for Commission sponsorship. These are identified previously in this newsletter.

COMMISSION-SPONSORED SESSIONS

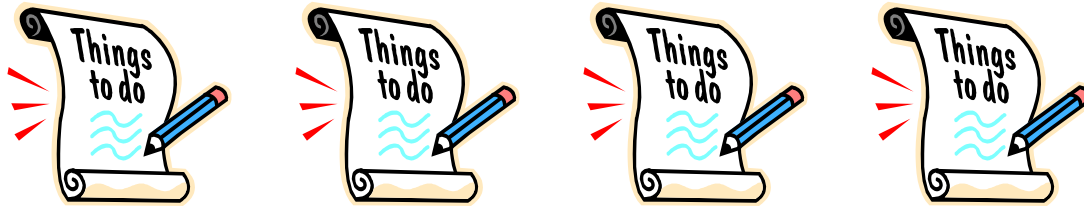
NACADA 2002 National Conference – Salt Lake City



As one of its charges, the Advising Administration commission through the Steering committee, reviews and identifies up to six presentations to sponsor at the National Conference. This year, we are pleased to sponsor the following presentations:

- **C8 “The Sky’s Falling?” – Ensuring Advisor Safety in the Workplace**
Presentation Contact: Ginger Russell
9/30/02 8:45 a.m. Grand America-Audubon
- **C188 Integrating Advising into the Curriculum: “Discovery Series” Helping Students Explore Majors**
Presentation Contact: Jane Stringer
10/1/02 1:45 p.m. Grand America-Audubon
- **C222 Advising Administrators’ Perceptions of Group Dynamics in the Workplace**
Presentation Contact: Catherine Joseph
10/1/02 3:00 p.m. Grand America-Envoy
- **C236 Faculty and Support Staff: “Coaches as Trainers” for Student Success**
Presentation Contact: Cindy Iten
10/2/02 8:00 a.m. Grand America–Imperial Ballroom B
- **D286 Getting the Message Out: It’s not an Olympian Task**
Presentation Contact: Jennifer Moseley
10/2/02 10:30 a.m. Grand America-Envoy

Making the decisions regarding which proposals were deserving of Commission sponsorship was a daunting task. Many thanks to the Advising Administration Commission Steering Committee for all of its hard work! (Note: all presentations are blind reviewed.)



GETTING INVOLVED IN THE COMMISSION: THINGS YOU CAN DO AT THE NATIONAL CONFERENCE

REVIEWERS WANTED! For the next edition of the newsletter, we would like to have short reviews of the Commission-sponsored sessions. If you would like to do a review, please send Susan Campbell an e-mail indicating which session you would be willing to attend and write about for the next issue. (Scamp@usm.maine.edu)

COMMISSION/INTEREST GROUP FAIR. Please join us (or is it commiserate with us because of the hour) for the annual Commission & Interest Group Fair which will be held on Monday morning, September 30, from 7:30am-8:30am in the Grand Ballroom in the Grand America Hotel. Continental breakfast for conference attendees will be provided during that same time in the same room. If you like, you can join us in setting up for the Fair an hour early (6:30 a.m.)! All help is appreciated. Last year the Commission treat included computer calendars.....wait till you see what's in store for this year!

Thanks

As the outgoing chair of the Advising Administration Commission, having taken on the role when Herta Teitelbaum found herself needing to resign to take on other responsibilities, I would like to take this time to thank everyone for their patient understanding as I muddled my way through the Commission's activities. In particular, I would like to thank the Steering Committee for all of their assistance over the past year and a half and, in particular, Jayne Drake, Vice-Chair for her good friendship and support. Members of the Steering Committee are:

*Jayne Drake, Temple University
Cindy Iten, University of Kentucky
Dianne Castor, Coastal Georgia Community College
Jess Hays, University of Akron
Anne Kopera, University of Nebraska (Lincoln)
Gail Rola, University of North Texas
Miranda Saddler, Harris-Stowe State College
Catherine Joseph, University of California-San Diego
Elizabeth Stearns, North Wyoming Community College District
Erin Hoag, Front Range Community College*

Thanks, folks,

Susan Campbell, University of Southern Maine



FIRST ANNUAL ACADEMIC ADVISING ADMINISTRATORS' INSTITUTE

In responding to the expressed needs of our membership, NACADA is pleased to announce the first annual Academic Advising Administrators' Institute to be held in San Antonio, Texas on February 12-14, 2003. The Institute agenda promises to address the major issues faced by academic advising administrators and present participants with opportunities to learn from the Institute's faculty and from each other. For more information or to request a brochure, go to the NACADA website, specifically, http://www.nacada.ksu.edu/Admin_Institute/AI.html

