

Minutes of the Meeting of the Emerging Leaders Program Advisory Board  
NACADA Annual Conference – Denver  
Wednesday, Oct 5, 2011

Present:

**Sandy Waters**, Chair, Old Dominion University (2010-2012)  
**Nathan Vickers**, Immediate Past Chair, University of Texas-Austin (2008-2012)  
**Carol Pollard**, University of North Texas (2008-2012)  
**Terry Musser**, Penn State University (2008-2011)  
**Kazi Mamun**, University of California-Riverside (2010-2012)  
**Cecilia Olivares**, Heartland Community College (2010-2012)  
**Christy Walker**, University of North Carolina-Chapel Hill (2010-2012)  
**LaDonna Bridges**, Framingham State College (2011-2013)  
**Pat Mason-Browne**, University of Iowa (2011-2013)  
**Yvonne Halden**, University of Manitoba (2011-2013)  
**Les Ridingin**, University of Texas-Arlington (2011-2013)  
**Leigh Cunningham**, Executive Office Liaison

Absent:

**Karen Sullivan-Vance**, Western Oregon University (2008-2011)  
**Todd Taylor**, Columbus State Community College (2008-2011)  
**Jennifer Joslin**, University of Oregon (2009-2011)

**Review of Goals for 2010-2011**

1. Create a survey for NACADA leaders to seek information about why more aren't applying to be mentors – what are the barriers?
  - o Two barriers were identified by leaders as a result of the survey. The first was the time commitment; second was the misunderstanding that, to serve as a mentor, one had to have been a past president or member of the board.
  - o It was decided that, because of the ability to recruit enough mentors for the 2011-13 cohort, the program may be at a point in its evolution that these issues are becoming minimal.
2. Write an article for AAT
  - o "Looking for a Few Good Mentors" (Waters & Taylor, Dec. 2010) was published in Academic Advising Today.
3. Create recruitment messages that can be sent:
  - a. to past ELs who have completed a position and become eligible to serve as mentors.
  - b. to past and current mentors requesting assistance in recruiting new mentors.
    - An email was sent February 14, 2011 to all former ELPers as well as former NACADA leaders requesting that they consider applying for the 2011-13 program to serve as mentors.

**Agenda Items for Discussion**

- Update on successes (2<sup>nd</sup> year program)
  - o Nathan updated the group on the Tuesday afternoon session with all the 2010-12 ELPers. The pairs spent time reviewing the goals they set the year before and recorded their successes. They then shared those successes with the rest of the group. All were happy to report that, for the most part, all goals were reached in some fashion. They also set about establishing goals for the second year of the program and are charged with forwarding their second year goals to Leigh Cunningham.
- Review of the AB liaison project
  - o Most AB members relayed that they had very little response from the ELP pairs throughout the year, so it was decided the AB chair will email the new cohort in January to offer assistance, answer any questions, and ensure that all is well.

- Assessment of goals
  - Data was shared based upon the ELP goals to increase the diversity of NACADA leadership and involvement in the organization as well as diversity demographics of the ELP classes from inception of the program in 2007. (Attachments)
- Other
  - Emerging Leaders Wanda Reyes-Dawes and Lisa Laughter have asked to be considered for committee membership for the 2012-2014 term – will follow-up with them in early 2012.
  - A review of the 2011-13 orientation was discussed. It was decided that, in the effort to consolidate activities to allow participants to attend pre-conference workshops, time for the cohort to bond as a group was lost. Therefore, the chair will work with the conference planners to find a suitable location for a social hour (attendees will pay on their own) on Monday night of the next conference in Nashville, TN.
  - Terry Musser reported that the request to provide funds for mentors was tabled.
  - Yvonne Halden provided a copy of her PowerPoint presentation at the Region 5 conference on the ELP.
  - There has been some feedback that some ELPers are feeling overwhelmed by the amount of traffic on the listserv – what can we do to alleviate this problem?
    - listserves for each class and a reminder of listserv etiquette

### **Goals for 2011-2012**

1. To accomplish goal and measure 1, 3 and 5 (attachment), to the best of our ability, compare the demographics of the NACADA membership at large with the demographics of the ELPers between 2007-2011 (5 years).
2. Collect accomplishment information using Microsoft Access (process developed and managed by NACADA executive office) at specific points for each class (i.e. mid-term, end of 2 years, 4 years, etc) (goal and measure 4).
3. Continue to ask past mentors to help recruit mentors for the future class (goal and measure 2).
4. Produce a video highlighting the ELP to help publicize the program (goal and measure 2).
5. Write an article for Academic Advising Today (December or March edition).
6. Create a brochure that can be distributed at regional conferences, asking region conference committees for a table to answer questions and five minutes at the new member orientation session to highlight the program (goal and measure 2).

### **Action Items**

- Sandy, Cecilia and Todd will work with Leigh to create a short video about the benefits of the program.
- Leigh will request that listserves be created for each ELP Class and send out that information and a reminder of listserv etiquette
- Develop Access database and system for collecting a variety of information on ELPers.
- Sandy and Leigh will recruit a past ELP team to write an article for AAT.
- Sandy will contact the 2012 national conference planning committee for a recommendation on a location for the Monday evening social.
- Sandy will contact Diane Matteson about getting permission from each of the regions to reserve a table and a lot 5 minutes at the new member orientation session.

## ATTACHMENT

### ELP Outcomes and Measures

1. Through its role in recruiting applicants, the Advisory Board will identify targeted populations to present a diverse group of candidates each year.
  - The number of applicants in each identified under-represented population as compared to current members in leadership positions.
2. Improve the publicity of the program each year to aid in the solicitation of a broader spectrum of Emerging Leader and Mentor candidates.
  - Survey applicants each cycle to determine how they learned of the program and what prompted them to apply.
  - Identify the best mechanisms for recruiting
  - Review methods of Class selection
  - Anticipate funding issues during the budget process
3. Continually review and seek to strengthen the Orientation activities to better prepare incoming Class members with tools needed to meet the objectives of the Program.
  - During the mid-term (1-year) and completion review cycles, determine how many Emerging Leaders accomplished the goals they established during the Orientation period
  - Ask participants if they believe they acquired the tools/skills necessary to be successful in the Program
4. Strengthen the Program by implementing changes and improvements deemed attainable through the evaluation process.
  - At the 5-year and 10-year marks, assess the impact the Program has had on diversity of the NACADA leadership and involvement (conference presentations, state and regional leadership roles, Chair positions, etc.)
  - Ask participants in each consecutive Class to reflect on their experience and how ELP has helped or hindered them developmentally, professionally, and within the organization.