



ADVISING  
COMMUNITIES

## AC Chair Newsletter – May 2023

Hello, Advising Community Chairs and Cluster Reps -

For those of you whose semesters/quarters are wrapping up this month, we wish you the best and hope you will have time to decompress and rejuvenate before the summer gets into full swing.

### 2023 Annual Conference Updates

#### ***Finalized Division and Leadership Meetings at Annual Conference***

The leadership meeting schedule is now set for the Annual Conference. There will be an All-Division meeting and then time for separate breakout sessions, grouped by Division, on the afternoon of October 3rd. The start-time of the combined leadership meeting is at 1:00 p.m. (Eastern Time). Additionally, there will be a leadership dinner and reception that evening.

We expect all incoming, continuing, and outgoing leaders to attend these meetings unless you are unable to attend the conference for some reason. If you know that you will not be able to attend the Annual Conference at this point, please do let us know as soon as possible. At this point, we do believe that similar to previous years, NACADA will help cover ½ of the cost of the night of a hotel for October 3rd, due to the need to arrive early.

10/3/2023 - TUESDAY		
TIME (Eastern)	ROOM NAME	MEETING
1 pm-2:30 pm	TBD	Combined Leadership Meeting  Combined Division meeting, Agenda Forth Coming  Audiovisual: Podium, microphone, LCD, Screen
2:30-2:45 pm		Break
2:45-4:00 pm	TBD	Leadership Breakout (Advising Community Division)  Advising Community Division Breakout.
7:00-8:30 pm	Butler & Butler Balcolny	Leadership Dinner  Audiovisual: Podium, microphone, LCD, Screen
8:30-10:30 pm	Conway Room	Leadership Reception

### **Community Meetings at Annual Conference**

Advising Community meetings have been scheduled and Chairs will receive an email to confirm their session in the first two weeks of June. The Advising Community Chair is required to lead their Community meeting and will be notified of their scheduled meeting at the same time that presenters are notified of conference sessions. Chairs who foresee an issue with either attending Annual Conference or leading their Community meeting, should notify us as soon as possible and find a replacement to lead the meeting. We must have a lead presenter updated and confirmed by mid-June.

Chairs will work with EO staff to draft the abstract for the session for inclusion in the Annual Conference program. Training and support will be provided by the Division as we near the Annual Conference regarding how to prepare and host your Community Meeting. We are working with Cluster Representatives to update some support documents to help with planning and leading the Community meetings.

### **Virtual Community Meetings Post-Annual Conference**

The opportunity to host a Virtual Advising Community meeting following the Annual Conference will be available again this year. Although Community meetings in-person at Annual Conference are required of every AC, the post-conference virtual meetings are *optional*. Chairs may choose to host a virtual meeting to reach community members who may not have been able to attend the in-person meeting.

- Virtual Meeting time slots will be available November 1 - 18, 2023.
- Meeting length will be kept to 45 minutes.
- Sign up for a meeting time slot by September 1st:  
<https://www.signupgenius.com/go/9040944AFAB22A57-acdvirtual>

### **Juried Art Exhibition at Annual Conference**

Submissions due TOMORROW: Visit the website for additional information and guidelines:  
[nacada.ksu.edu/Events/Annual-Conference/Art-Exhibition.aspx](http://nacada.ksu.edu/Events/Annual-Conference/Art-Exhibition.aspx).

### **Community Sponsored Sessions**

Concurrent sessions that were selected as Community Sponsored sessions will be notified and sent letters of congratulations today. Thank you for all your work in identifying the Community's sponsored sessions and supporting the conference presenters.

### **Advising Community Division Communication Channels**

As a reminder, we have a few different communication channels. Certainly, you all get this because you are on the listserv. Occasionally people will solicit feedback and share ideas on our other communication channels. The two official channels outside of the listserv that we use are as follows:



Facebook – [NACADA Advising Communities Division](#)



Slack – [Join the Slack Team Today](#)

## **Budget Updates**

### ***Background Info***

Historically the Advising Community Division has operated with a budget that solely has funded the printing of posters, division awards, and leadership meeting lunch/dinner. As many of you likely remember, last year we printed off all the posters for each advising community with the hope that we would be able to reuse many of them from year to year. This will allow more flexibility with our budget to begin providing more opportunities for funding requests.

### ***Community Funding Opportunities***

We are finalizing the request process with input from the Cluster Representatives, but we hope to begin offering a limited number of small grants (\$25 for the Annual Conference and \$50 for other general requests) that chairs can apply for. We'll discuss more about how these can be requested and what the restrictions are, but we are excited about the prospect of assisting chairs with an ability to enhance your member experience throughout the year and supporting your community's efforts to reach your Advising Community Goals or NACADA's Strategic Goals more broadly.

## **Incoming Leaders Transition**

### ***Elected and Appointed Leaders***

Incoming Advising Community Leaders: Welcome!  
All incoming leaders have now been added to this Division's listserv.

### **ADVISING COMMUNITY CHAIRS (2023-2025) –**

**Adult Learners:** Elysa Smith

**Advisor Training & Development:** Amber Bollinger

**Appreciative Advising:** *TBD Appointment*

**Business Majors:** Chaya Sandler

**Career Advising:** *TBD Appointment*

**Education Majors:** Alicia Abney

**First-Year Students:** John Mayuma

**Global Engagement:** *TBD Appointment*

**Graduate and Professional Students:** Amanda Lager Gleason

**Historically Black Colleges & Universities (HBCU's):** My'Chael Willis

**Liberal Arts Advisors:** *TBD Appointment – see below for update.*

**Probation/Dismissal/Reinstatement Issues:** Winnie Tang

**Student Athletes:** Alanna Bitzel

**Technology in Advising:** Sarah Maddox

**Theory, Philosophy, and History of Advising:** *TBD Appointment*

**Two-Year Colleges:** Donna Malaski

Please consider reaching out to newly elected and appointed leaders in the Advising Community Division. Liz will work on facilitating an introduction via email between current and incoming leaders. An email will be sent out shortly after on behalf of the Division with contact information.

New leaders are not yet required to assume any Chair responsibilities until their term starts in October, but an invitation may be extended later this summer for leaders to attend any meetings or connect with the current Chair to create a seamless transition. Incoming leaders will be added to other NACADA listservs June 1st. Additionally, we will have a training session for

incoming chairs in August (date/time to be finalized soon) and an all-Division leadership meeting in September. Stay tuned for final dates/times.

### ***NACADA Leadership Engagement Program (N-LEP)***

Incoming leaders have been added to the N-LEP course in April. Leaders should be following the proposed schedule of completion set forth by the Sustainable Leadership Committee, and hopefully have an anticipated target completion date of August 30th. Cluster Reps, please encourage incoming leaders to complete the course and assist with any questions leaders may have as they move through the modules.

Chairs and Cluster Reps that are pending appointment for term 2023-2025 should be filled by the end of this month. At that point, they will then be added to the N-LEP course as well in early June.

### ***Appointing Leaders for Vacant Advising Communities***

We are currently doing final reviews for advising communities who will need appointed chairs for the full 2023-2025 cycle. We have made the following appointments at this time:

- Jill Thomas (Saint Mary's University) - Canadian Advising Community (May 2023-October 2024)
- Kirsten Pitcock (University of Tennessee-Knoxville) - Liberal Arts Advising Community (Continued Appointments for full-term October 2023-October 2025)
- Nicole Gonzalez (University of Arizona)- Hispanic and Latine Student Success Advising Community (May 2023- October 2024)

We will be sending an e-mail to the official membership rosters as we make appointments to let members know of the update.

### **Bylaws Updates**

#### ***Leadership Voting***

This week we engaged Council in a conversation about bylaws, and particular language about elected versus appointed leaders and the impact that has on voting rights in certain elections. We will be continuing to have more conversations with our cluster representatives on this matter at our next division leadership meeting.

### **Important Links**

As a reminder, we have two links to help streamline updating both our NACADA AC pages as well as submitting event requests.

- [Online Event Request Form](#)
- [Website Update Request Form](#)

#### ***New Feature!!***

The online event request form can now be used to update existing event requests. Instead of emailing Liz any updates, please submit any changes via the event request form. Chairs may update events to include changes in presenters/facilitators, descriptions, and more!

### **Tip of the Month**

#### ***Submit a Tip***

As we noted before, this section is designed to include a tip to help chairs be effective in their roles. This may include a wide range of ideas, so if you have one you would like to share, please e-mail Tony at [tlazarowicz2@unl.edu](mailto:tlazarowicz2@unl.edu).

### ***Membership Engagement over Summer***

Last month I talked about planning for summer events. As you might guess, summer is often a time that we may be more apt to disengage and reset for the next year. Engagement with our members does not have to be through formal programming through. We encourage you to think about strategically engaging your members through listservs and social media. I like a quote from a former football coach, Bill Walsh, who says “as a leader, part of the job is to be visible and willing to communicate with everyone. I challenge us all to build a little time in during the summer to be visible to our members.

### **MISC**

- Please continue to review the [2022-2023 Advising Community Chair Timeline](#) (located on the [ACD Leaders Resource webpage](#)) to plan your time accordingly over the next few months.
- Looking for a past AC Chair Newsletter? Don't dig through multiple emails!
  - Find a copy of any past Division newsletters on the ACD Leaders Resource web page here: <https://nacada.ksu.edu/About-Us/NACADA-Leadership/Advising-Communities-Division/ACD-Leader-Resources.aspx>

Thanks again and have a great end to the week. As always, please reach out to us if you have any questions, comments, or concerns.



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