**Division Unit Report for the Ethics & Legal Issues Commission**

**Submitted by Brittany Nicole Erwin**

Please complete **Columns 1 through 6** and return by **November 1, 2016,** to Commission & Interest Group Division (CIGD) Reps Rebecca Cofer, [rcofer@abac.edu](mailto:rcofer@abac.edu), and Erin Justyna, [erin.justyna@ttu.edu](mailto:erin.justyna@ttu.edu), Please copy your unit’s CIGD Steering Committee Member as well.

Columns 7 and 8 are included only for reference at this time, as they will not be completed until the progress report due August 15, 2017.

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| **NACADA Strategic Goal(s)**  (List strategic goal(s) to which the outcome is related) | **Specific desired outcome**  (What you want to occur as a result of your efforts; what you want someone to know, do, or value) | **Actions, activities or opportunities for outcome to occur**  (What processes need to be in place to achieve desired outcome) | **Outcome measurements & related data instrument(s)**  (How you will specifically measure for the outcome and any instruments you will specifically use e.g. survey, focus group) | **Other groups or individuals (if any) to connect with in achieving this outcome**  (List any plans or opportunities for collaboration with other Committees, Advisory Boards or units regarding this outcome) | **Challenges (if any)**  **anticipated in**  **achieving this**  **outcome**  (How you plan to address  difficulties that may arise as you work to achieve the outcome) | **Progress toward**  **achieving outcome**  **(Only completed in**  **August 2017**  **report)** | **Future action(s)**  **based on data**  (Data-informed decisions)  **(Only completed in**  **August 2017 report)** |
| Develop & sustain effective Association leadership. | Establish an ongoing Commission Steering Committee (2+).  Establish other involvement opportunities for commission members. | Solicit volunteers at Annual Conference Meeting (and through ListServ); Follow-up invitations to serve on steering committee.  Determine steering committee  needs and roles, particularly in the context of immediate Commission needs.  --Establish Regional Commission representatives for outreach & communication. | Report of steering committee members  -provide list of members, roles, contact info  -establish with ample time prior to annual proposal readings.  Steering Committee will establish regular communication via zoom/ conf. call, email, and/or other methods.  Report of regional reps/members  -provide list of members, roles, contact info  -establish & coordinate with ample time prior to regional conferences. | Collaborate with Regions/Region Conferences regarding dates, best options. | Ongoing/regular participation is the #1 issue. Working on increasing commission leadership, as well as increasing outreach/visibility, will hopefully lead to a committed core leadership team, and a broader membership involvement/base to draw from. | Established a steering committee of two members.  Coordinated with another group on a virtual brown bag webinar. | Find ways for Steering Committee to take a more active role. |
| Provide professional development opportunities that are responsive to the needs of advisors and advising. | Establish additional/ ongoing objectives and goals informed by the commission.  Increase commission communication & visibility. | Develop & administer commission survey.  Outreach through ListServ, Facebook page, Commission member email.  Outreach at Regional conferences via Regional reps. | Review results of commission survey.  Review participation & responses to target most effective/desired options.  Reporting/responses from Regional reps. | CIGD Steering/Admin, re: survey, emails  Facebook Group Admin (not currently the Chair or Steering members)  Future collaborations w/ other Commissions, based on anticipated overlap | Ongoing/regular participation is the #1 issue. Working on increasing commission leadership, as well as a increasing outreach/visibility, will hopefully lead to a committed core leadership team, and a broader membership involvement/base to draw from.  Hopefully, a survey will help us know if we are on the right track! | Monthly listserv, Facebook and LinkedIn communications.  Solicited volunteer for annual conference | Survey members to determine needs/desires.  Update website with pocket guide and/or best practice resources/ tips sheet. |