Advisory Board/Committee Chairs

2011 End of Year Report Form

Directions: Please complete the information requested below regarding mission, members, and criteria used to create and maintain diversity. Please complete the planning matrix by identifying what NACADA Strategic goals your respective Committee or Advisory Board’s goals will meet. If some goals from your last report, which was due on August 15, 2011, were completed or if next steps were solidified in Denver, add them to column two, labeling them as a goal from the August 15 report, and what results and/or actions are planned. Also, based on your meeting in Denver, please list any new goals, label them as new, and fill out the columns appropriately.

Advisory Board/Committee Name: Annual Conference Advisory Board

Mission: The Annual Conference Advisory Board’s primary mission is to provide input into the content and format of the annual conference. The Advisory Board’s role is to recommend a curriculum for the conference annually and to provide recommendations for strategies to best address that curriculum. In addition, the Advisory Board recommends changes in the conference format as the need arises.

Current Members (name, institution, email); please put an * next to new members: The Annual Conference Advisory Board consists of the current year Annual Conference Committee Chair, the immediate past Annual Conference Committee Chair, the upcoming Annual Conference Committee Chair, the Annual Conference Manager, Executive Director and Associate Director from Exec Office, 8 members at-large appointed by the Incoming President. Appointed members serve staggered two-year terms.

- Terri Downing, Chair (2010-2012), Franklin Pierce University, downingt@franklinpierce.edu, (2009-2013)
- Margaret Pentecost, 2012 Annual Conference Chair, University of Louisville (2009-2013)
- Dawn Fettig, 2011 Annual Conference Chair, University of Colorado-Boulder (2010-2012)
- Clint Moser, Utah Valley University, (2010-2012)
- Bruce Norris, West Chester Univ of Pennsylvania (2010-2012)
- Kevin Piskadlo, Bentley University (2010-2012)
- Carol Pollard, University of North Texas (2010-2012)
- Kristi Shea, Indiana University Purdue University-Indianapolis (2010-2012)
- *Pat Mason-Brown, University of Iowa, p-mason-browne@uiowa.edu (2011-2013)
- *Sam Murdock, Texas A&M University, Murdock@tamu.edu (2011-2013)
- *Rebecca Cofer, Abraham Baldwin Agricultural College, rcofer@abac.edu (2011-2013)
- *Karen Sullivan-Vance, Western Oregon University, sullivak@wou.edu (2011-2013)
- Michelle White, Millersville University (2010-2012)

Ex Officio: Jennifer Joslin, University of Oregon

- Executive Office liaison, Rhonda Baker
Criteria used to create and maintain diversity of membership (size of institution, region, role, ethnicity, new and experienced professionals, etc.): Committee membership is recruited with the goal of maintaining diversity. We strive to have a membership which consists of advisors who can bring a diverse set of viewpoints to our work. When recruiting new members, we look at all that they may represent including institutional size, type of institution, geographic region, ethnicity, and advising experience.

Completed Planning Matrix for 2011-2012

<table>
<thead>
<tr>
<th>Goals (identify link to NACADA strategic goal # for each stated goal)</th>
<th>Strategies /Approach to address goal</th>
<th>Results</th>
<th>Recommendations for Action</th>
<th>Groups that will be impacted or to work with</th>
</tr>
</thead>
</table>
| Provide an exciting and stimulating Annual Conference – NACADA Strategic Goals 1, 2, 3 | We made some updates to our goals last October and created two subcommittees at that time to review parts of the conference keeping these goals in mind – as indicated in August 15th report. The first subcommittee looked at the pre-conference workshop proposal process to see if that should be changed in order to provide a more limited but more dynamic group of pre-conference workshops. | The Pre-Conference Sub-committee recommended that:  
- Pre-conference proposals should be submitted separately from the concurrent sessions.  
- The invited pre-conference workshops will be determined after the Call for Proposals rather than before.  
- That a committee of former pre-conference presenters, Advisory Board members, Commission Chairs, and Program Committee be involved in reading for pre-conference workshops. | Updates are being made to the online Call for Proposals system to improve how pre-conference proposals are submitted. Small changes will be implemented for 2012 with major programming changes to be submitted by May 2012 for implementation as part of the 2013 call for proposals. The Program Committee will be informed of the new process for choosing pre-conference workshops. | Pre-Conference will need to coordinate with the Professional Development Committee to determine needed pre-conference topics. |
| Provide an opportunity for members to share the best practices or research of their institutions at the national level – NACADA Strategic Goals 1 & 2 | | | | Work with Region Chairs on presentation guidelines for regional conferences – if you have a good presentation at Regional how do you move that forward in the organization given timing issues. |
| Provide networking opportunities and professional development – NACADA Strategic Goals 4 & 5 | | | | Survey subcommittee will work with Rhonda in the Executive Office to implement suggested changes. |
| Provide an opportunity for attendees to gain knowledge and insight into current trends and issues in the field – NACADA Strategic Goals 1, 2 & 3 | | | | |

The sub-committee for the Post Evaluation recommended the post evaluation be thrown completely out and a new one be put in place. A sub-committee was formed with a charge to put together a new post conference evaluation. A draft is due to the full committee by April 1st, final draft due by July 1st.