Advisory Board/Committee Chairs

2011 End of Year Report Form

The purpose of this report is to describe all that has been accomplished over the past year. As you recall from our mid-year phone conference, we encouraged you to articulate a few tangible goals in measurable terms and the strategies/approaches that the board/committee will undertake to meet the goals. For the end of the year report, you are to indicate in the results column the extent to which the goals were achieved and based on that data list any appropriate next steps or recommendations for action.

Advisory Board/Committee Name:

Mission:

• The Membership Committee recommends policies, procedures, and strategies for enhancing the membership in NACADA both numerically and qualitatively. The Committee recommends policies, procedures, and initiatives to assure a growing and vital membership organization.

Current Members (name, institution, email); please put an * next to new members:

David Marchesani, Chair, Univ. of Northern Iowa (2012) Region 6 david.marchesani@uni.edu
Janis Albright*, Univ. of Southern Maine (2012) Region 1 jalbright@usm.maine.edu
Chuck Allen, Temple University (2012) Region 2 callen@temple.edu
Art Farlowe, Univ. of SC-Columbia (2012) Region 3 afarlowe@gwm.sc.edu
Karen Schiferl*, Univ. of Mississippi (2012) Region 4 kschif@olemiss.edu
Brian Hinterscher, Southern Illinois - Edwardsville (2012) Region 5 bhinter@siue.edu
Patsy Pyke, Algonquin College (Canadian Rep) (2012) Region 5 ykep@algonquincollege.com
Kimberly Hanneman*, Grad Student (2012) Region 6 hannekaa@uni.edu
Abby Coffin*, Univ. of Kansas (2012) Region 7 acoffin@ku.edu
Tamie D. Saffell, Western Oregon University (2012) Region 8 saffelt@wou.edu
Nancy Markee, University of Nevada-Reno (2011) Region 9 nlmbarke@unr.edu
Sherrie Jensen, Weber State University (2012) Region 10 sjensen3@weber.edu
Charlie Nutt, Ex Officio, NACADA Executive Office cnutt@ksu.edu
Bev Martin, Ex Officio, NACADA Executive Office bmartin@ksu.edu
Judy Weyrauch, Ex Officio, NACADA Executive Office weyrauch@ksu.edu

Criteria used to create and maintain diversity of membership (size of institution, region, role, ethnicity, new and experienced professionals, etc.):

• Differences in Institution type
• Differences in advising position (Faculty advisor, Advising Director, Academic Advisor, etc.)
• Differences in region
• Differences in ethnic background
**Completed Planning Matrix for 2010-2011**

Directions: Please copy and paste columns 1 and 2 from your beginning of the year report. Next, write out appropriate responses that best describes the current results toward completing each goal. Finally provide concrete next steps for the board/committee based on the results to date.

<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>
</tr>
</thead>
<tbody>
<tr>
<td>1) Promote the role of Membership Committee to NACADA members and role in regional leadership. (SG 5)</td>
<td>1) Create and establish communications to regional and institutional leadership regarding activities of committee and role of members in NACADA planning.</td>
<td>Email communication in January 2011 sent to key institutional and NACADA regional leadership representatives for committee members outlining member responsibilities and leadership. August email planned to promote attendance at national conference and participation in regional meetings.</td>
<td>1) Email (from Chair and NACADA Exec Director) communications in December / February/August / September to outline role and responsibilities to regional leadership. Email to member institutions outline role and responsibilities – promotion of attendance at regional and national conferences.</td>
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<td>2) Review “Allied” membership – define expectations, requirements, and role of members with NACADA. (SG 5)</td>
<td>2) In consultation with Executive Office, review and discuss language for affiliate members benefits and responsibilities to NACADA.</td>
<td>Committee reviewed the application information for allied members as updated/clarified by the executive office. Updated document posted in November 2010.</td>
<td>2) Use recent specific situations as foundation for discussion and adjustment of policies and benefits. Explore “affiliate membership” from other professional associations.</td>
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<td>3) Develop a guidebook to aid in the formation of advising associations internationally (SG 1)</td>
<td>3) New Initiative form Board - To be determined after first Committee conference call in December.</td>
<td>Subcommittee formed in December 2010. Conducted conference calls in January and March 2011.</td>
<td>3) To be determined after first Committee conference call in December.</td>
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<tr>
<td>No.</td>
<td>Objective</td>
<td>Progress</td>
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<td>4)</td>
<td>Define and establish a connection between the Membership and Diversity Committees. (SG 5)</td>
<td>Outline of guidebook developed and presented to Board at March meeting. Guidebook development in process.</td>
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<td>5)</td>
<td>Establish graduate student resources and connections. Increase graduate student membership in NACADA by 5%. (SG 3)</td>
<td>Discussions in conference call. No action yet taken.</td>
<td></td>
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</tbody>
</table>

### Notes:
- 4) Cross-representation with each committee (i.e. Membership Committee representative on Diversity Committee)
- 5) Develop resources for graduate students and opportunities for personal connections to and from NACADA membership and sponsored events / activities.

- Subcommittee formed in December 2010
- NACADA graduate student web page developed and launched in January 2011
- Discussions and development of future graduate student events – blog, webinar (possible January/February 2012), liaison program.
- Planned increase committee involvement at graduate student meetings at national conference

- 4) Chair of each committee to begin discussions of cross-representation on committees
- 5) Continue review of regional program and scholarship offerings
- Encourage / program collaboration between professional and graduate students.
- Explore Internship / graduate assistant experiences
- Web page – For Graduate Students
- Graduate Student Webinar / Podcast / Blog
- Institutional Graduate Student / Program Liaison for NACADA