November 2014 Unit Report

Unit (Committee, Advisory Board, Commission, Region, etc.): _Technology in Advising_____
Chair: _Julie Larsen_____

Mission: NACADA promotes student success by advancing the field of academic advising globally. We provide opportunities for professional development, networking, and leadership for our diverse membership.

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/ Opportunities for Outcome to Occur** (What processes need to be in place, or activities need to occur, to achieve desired outcome)	**Outcome Measurements and Related Data Instrument(s)** (How you will specifically measure for the outcome and any instruments you will specifically use e.g. survey, focus group)	**Progress Toward Achieving Outcome (Only completed in fall reporting)**	**Future Action(s) Based on Data** (Data-informed decisions) **(Only completed in fall reporting)**
Provide professional dev. Opportunities that are responsive to the needs of advisers and advising administrators.	Create proposal reviewer guidelines and a group of commission members who want to "consult" with members on tech related proposals	Collected names at commission meeting and CIG Fair. Will solicit more via email. Create group in December, and share contact info in early January.	Group is established, guidelines are on commission website, and members utilize the service!	Information around the goals and aims for sessions was sent to commission members selected to read. Readers were recruited via the list-serv. No formal guidelines were posted to the website.	This is hard to control because the EO often assigns additional readers to proposal review. This was also hard this year due to the high number of proposals – some of the high reviewed tech sessions were not selected for inclusion in the program. Moving forward, posting on the website could be useful, but also realizing that ultimate the aims of the conference selection committee may not be in line with the commission.
Expand and communicate scholarship/professional development	Submit 1-2 articles for various NACADA publications	Start with Steering Committee members to see if they can identify good scholarship that exists. Ask for them to write for AAT.	Published Articles	No new published articles came out of the steering committee this year. We will be publishing 5 How-to guides to the Clearing House before end of term.	I think this is a good goal to have, but maybe not as a main focus of the commission. Also reaching out to other commissions for co-writes could be good.

Provide professional dev. Opportunities that are responsive to the needs of advisers and advising administrators.	Create guidelines/info sheet for FERPA and technology use	Identified interested folks during commission meeting and CIG fair.	FERPA and tech document on commission website.	This is the focus of the Hot Topic for the annual conference. It will be an interactive presentation/roundtable, and resources will be shared with those in attendance, and placed on the web.	Will set up a google form/survey to get information during commission meeting at annual conference for future pro-dev tech topics.

Reporting Due Dates: Columns 1 through 4 are to be completed by November 1 each year; columns 5 and 6 are to be completed by August 15 each year. **FOR 2013-2014 SEND REPORTS TO YOUR DIVISION REPS, JP REGALADO, CHARLIE NUTT, AND YOUR EO LIAISON.**