**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.

<table>
<thead>
<tr>
<th>NACADA Strategic Goal(s)</th>
<th>Specific Desired Outcome</th>
<th>Actions/Activities/Opportunities for Outcome to Occur</th>
<th>Outcome Measurements &amp; Related Data Instrument(s)</th>
<th>Progress toward Achieving Outcome (Only completed in fall reporting)</th>
<th>Future Action(s) Based on Data (Data-informed decisions) (Only completed in fall reporting)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Develop and sustain effective Association leadership</td>
<td>1. Create an active Commission Steering Committee</td>
<td>1. Solicit volunteers for steering committee at CIGD Fair and Annual Conference Meeting Connect with Elisa Shaffer at EO to schedule meetings in adobe connect room Determine steering committee needs &amp; roles</td>
<td>1. Steering committee created (Yes/No) Steering committee met (minimum) once per month via adobe connect or conference call</td>
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<td>2. Advance the body of knowledge of academic advising</td>
<td>2. Sponsor a webinar</td>
<td>2. Coordinate with EO office on possibility of webinar and development guidelines</td>
<td>2. Webinar created and broadcasted.</td>
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</table>

Name of Chair: Jane Smith

Name of Commission/Interest Group: Sample Commission
| 3. Educate university and college decision makers about the role of quality academic advising in higher education | 3. Nominate a past commission chair for a CIGD service award | 3. Complete nomination paperwork via NACADA website  
Solicit additional letters of support via members of the commission through e-mail. | 3. Award nomination accepted via EO. |
|---|---|---|---|
| 4. Ensure the effectiveness of the NACADA organization  
Advance the body of knowledge of academic advising  
Address the academic advising needs of higher education globally. | 4. Increase the amount of proposals submitted for annual conference | 4. Solicit volunteers to submit proposals at commission meeting  
Solicit volunteers to submit proposals at CIGD fair  
Assist those who are uncertain about proposal writing by providing a template or offer to assist in writing/editing a proposal | 4. Increase in number of proposals submitted from prior year |
| 5. Ensure the effectiveness of the NACADA organization  
Advance the body of knowledge of academic advising  
Address the academic advising needs of higher education globally. | 5. Increase listserv activity by providing a topic of the month | 5. Solicit assistance from steering committee to compose a list of related 12 hot topics, one per month  
Post a hot topic for discussion the first Tuesday of every month | 5. Increase listserv activity tracked by EO |

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. THESE REPORTS WILL BE SENT TO ELSHAFFER@KSU.EDU & YOUR CIGD STEERING COMMITTEE MEMBER.