

**Division Unit Report for the High Achieving Student Advising Community
Submitted by Kristy Spear**

Please complete Columns 1 through 6 and return by November 15, 2017.

Columns 7 and 8 are completed for the progress report due August 15, 2018. Please send your report to ACD Reps: Rebecca Cofer (rcofer@abac.edu), Kyle Ross (kwross@wsu.edu) and EO Liaison Dawn Krause (dawnkrause@ksu.edu). Please copy your unit's Steering Committee member (Cluster Rep) as well. Thank you!

1. NACADA Strategic Goal(s) <i>(List strategic goal(s) related to the outcome)</i>	2. Specific desired outcome <i>(What you want to occur as a result of your efforts; what you want someone to know, do, or value)</i>	3. Actions, activities or opportunities for outcome to occur <i>(What processes need to be in place to achieve desired outcome)</i>	4. Outcome measurements & related data instrument(s) <i>(How will you specifically measure the outcome and with what instruments? e.g. survey, focus group)</i>	5. Other groups or individuals (if any) to connect with in achieving this outcome <i>(List opportunities for collaboration with other groups)</i>	6. Challenges (if any) anticipated in achieving this outcome <i>(How will you address issues that arise as you work to achieve the outcome?)</i>	7. Progress toward achieving outcome <i>(Only completed in August 2018 report)</i>	8. Future action(s) based on data (Data-informed decisions) <i>(Only completed in August 2017 report)</i>
Grow and sustain effective association leadership (Provide professional development opportunities that are responsive to the needs of advisors and advising administrators)	Create new opportunities for involvement with the community Leverage volunteer network to enhance opportunities for members	Continue to grow steering committee Volunteers will be recruited at the annual conference and through information sessions. Determine roles and provide leadership and volunteer opportunities	Have an active steering committee, proposal readers, and individuals that can help with key initiatives	N/A	Time commitment (focused agendas; clear purpose for meetings)	Goal Achieved. Added new members to the steering committee. Added new leadership positions through the introduction of task force leaders	Recommend the new chair continue to recruit members and leaders at annual. Had a good turnout at the virtual information sessions after annual as well.

Reoccurring steering committee meetings (Develop and sustain effective Association leadership)	Promote growth and leadership opportunities for steering committee members Give members an opportunity to develop strategic initiatives for the betterment of the community	Establish meeting times Host meetings	Steering committee meetings occur 3x per year	N/A	Scheduling a time to meet (send out requests for availability months in advanced) Being inclusive of members that cannot attend meetings (minutes; provide additional avenues for input-via slack)	Goal achieved. Hosted 3 steering committee meetings this year.	3 meetings/year seemed like the right number. I would recommend this number moving forward.
Create a quick reference guide/overview of the group using the topical template provided by NACADA (Expand and communicate the scholarship of academic advising)	Produce a document that will give a quick overview of our group to interested parties.	Identify a point person to lead the initiative. Recruit members to help with document creation	Presenting document to NACADA by the 8/15 deadline	N/A	Gathering information that best represents our group (create a draft for steering committee review and approval)	Goal achieved. Task force leader created the topical template. Steering Committee reviewed doc and provided feedback. Handout ready for distribution.	Recommend reviewing/ updating handout on a reoccurring basis
Establish task forces to help with large, ongoing community projects (expand the use of innovative technology tools and resources)	Create opportunities for leadership Support community engagement and advancement	Establish task forces with Steering Committee Recruit task force leaders and members to support initiatives associated with each task force	Groups are established and working towards a goal (i.e. Slack engagement) Timelines for projects are presented and groups are making progress	N/A	Time commitment (provide task force leaders time during the steering committee meetings to discuss progress and challenge and solicit help if needed)	Goal achieved. Established 4 task forces- 1. Slack, 2. Lunch and learns, 3. Community definition of high-achiever, and 4. Topical template	This was effective. Consider introducing new task forces and leadership opportunities next year.

<p>Start an award/recognition opportunity for active community members (promote the role of effective academic advising in student success to college and university decision makers, develop and sustain effective association leadership)</p>	<p>Acknowledge the generous contributions of active members</p> <p>Foster a culture of engagement</p>	<p>Determine where and when awards will be presented</p> <p>Generate award categories and criteria</p>	<p>Awards distributed once per year</p>	<p>N/A</p>	<p>N/A</p>	<p>Will complete at annual. Plan to recognize top contributors during the business meeting.</p>	
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