

Admin Division Annual Report for the Inclusion and Engagement Committee (IEC)

Submitted by Michelle Ware (michelle.ware@nd.edu)

Please complete **Columns 7 and 8** (based on the content in Columns 1-6 as listed in your November 2018 report) and **return by August 15, 2019**, to Administrative Division Reps, Steve Viveiros, viveiros.steven@wheatoncollege.edu, and Teri Farr, tj Farr@illinois.edu, with a copy to Interim Administrative Division Liaison Charlie Nutt, cnutt@ksu.edu. Please copy your group's Executive Office Liaison as well. Thanks!

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 or opportunities for outcome to occur (What processes need to be in place to achieve the desired outcome)	Outcome measurements & related data instrument(s) (How you will specifically measure for the outcome and any instruments you will specifically use, e.g. survey, focus group)	Other groups or individuals (if any) to connect with in achieving this outcome (List any plans or opportunities for collaboration with other Committees, Advisory Boards or units regarding this outcome)	Challenges (if any) anticipated in achieving this outcome (How you plan to address difficulties that may arise as you work to achieve the outcome)	Progress toward achieving outcome (Only completed in Aug. 15 report)	Future action/s based on data (Data-informed decisions) (Only completed in Aug. 15 report)
SG #4: Foster inclusive practices within the Association that respect the principle of equity and the diversity of advising professionals across the vast array of intersections of identity.	Align the charge with the work (i.e. tasks, recommendation s) of the committee - to critically evaluate, educate and advocate for equity and inclusion in all aspects of the Association.	1) Ongoing critical and strategic review of structures and practices within the Association in order to make recommendations that systematically promote equity and inclusion in all aspects of the Association. 2) Maintain effective lines of communication to ensure equity and inclusion practices are present within and across the Association's Divisions. 3) Assist and/or make	1) Develop a presentation, webinar, and/or documents focused on the development of inclusive proposals, presentations and practices for Association conferences (Conferences Subcommittee). 2) Work with Administrative Division Reps, advisory boards and committees to effectively communicate advisory boards and committees goals, tasks, etc. associated with SG #4 across the	Administrative Division Reps, Committees and Advisory Boards Region Division Reps Advising Communities Division Reps Board of Directors (as requested)	This committee should be connected to all entities within the Association with the primary purpose to support association leaders across all divisions with developing and/or sustaining practices that promote equity, inclusion and engagement throughout the association. In addition to the development and coordination of these efforts taking time to develop in an ever-changing association, structural barriers (e.g. coordinating with the various committees and advisory boards	Conferences Subcommittee: *Recommended microphones be used during NACADA conferences *Drafted " NACADA Letter to Conference Proposal Readers " used in spring 2019 in cooperation with Conferences Advisory Board Structural Review Subcommittee: *Reviewed Policy AD-05 related to IEC purpose - provided feedback regarding how current NACADA structures limit IEC's ability to act per the policy charge *Engaged in an individual, informal survey of the presence and/or role	Conferences Subcommittee: *develop a short video and/or create a module on inclusion and engagement to be viewed or completed by proposal readers before allowance to read proposal Structural Review Subcommittee: *Continue to develop intentional and clear policies regarding the role of IEC *Assist in designating a diversity and inclusion representative in each region. *Help develop and/or participate

		<p>recommendations to the Administrative Division Reps (and as requested the Board of Directors SG #4 subcommittee) related to achieving Strategic Goal 4 Benchmarks.</p>	<p>division (Structural Review Subcommittee).</p> <p>3) Review data obtained through the Minding Your Business (MYB) survey and provide recommendations to the Administrative Division Reps based on survey findings (Data Subcommittee).</p>		<p>within the Admin Division, three distinct divisions within the association, IEC being housed solely within the Admin. Division, etc.) may present some challenges to achieving the outcomes listed. Through effective and purposeful communication, the relationships built in the pursuit of common goals related to SG #4 I am optimistic these challenges will be overcome.</p>	<p>of diversity reps in each region</p> <p>Data Subcommittee: * The committee hoped to review and make recommendations based on the data obtained through the Minding Your Business (MYB) survey - data not provided * Focused on continuing to explore what data IEC needs to impact inclusion and equity within the association per the committee charge * Focused on the means by which IEC can be intentional about identifying data sources</p>	<p>in the training of new NACADA leaders across divisions related to issues of inclusion and equity.</p> <p>Data Subcommittee: * Gain access to and provide additional recommendations based on data gathered in the PDC Gap Analysis and Region Review projects.</p>
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