Welcome/Call to Order: Jan Bell

* Jan welcomed Nicole Cobb as incoming ACTE Guidance and Career Development Division Vice President

Approval of Meeting minutes, October 3, 2017

* Debbie Waken forwarded motion, Polly Mingyar seconded. Motion passed

Updates from Committees

* Bylaws – Phil Miller accepted position
* Nominating – Debbie Waken, no report
* Resolutions – Polly Mingyar, no new resolutions

ACTE Strategic Plan

 Member Value and Engagement Discussion

* Debbie – Current value and engagement: G&CD Opening Session, Lucy Booth, Blue Book, and Joint session panel
* Tony Castillo reminded there is a turnover in ESP’s. Need to connect with them on state and local level. Julia from ACTE will forward branding messages, also use those.
	+ Would like updates for his people
	+ ACTE can send branding messages
	+ Connect state Guidance presidents with ESP’s
* Polly Share ACTE messages on Pinterest and reach out to counselors to bring them in
* Shannon Salyer will put ACTE link on ASVAB, cross walked career pathways with military, emailing 400K counselors and teachers to share ASVAB, possible ACTE Guidance link there.
* Debbie will take over newsletter and Blue Book for division

Professional Leadership and Development

* Jan – G&CD doesn’t have Fellowship funding
* Jan and Nicole will write mini grant to fund fellowship
* There is a new professional fellowship for ‘newbies’
* Debbie - Need Breakout session for ACTE G&CD – to help develop leadership skills and engage and encourage members to join leadership at local, state, and national level. Panel or Policy Committee Members would facilitate and lead
* Polly – Discussed ASVAB site webinars and how they connect to our division
	+ Members discussed ACTE pulling out of military recruitment link
	+ Jan discussed link to Army site having low traffic, cost of $7000 to keep link on ACTE, possibly won’t migrate to new site
* Cynthia discussed connections between NCDA and ACTE

ACTE pulling away from partnership due to legal constraints

* Discussion of ACTE website and possible links- Molly said some ACTE web pages only for members; Debbie said could put ASVAB and NCDA links in newsletter; Jan will take numbers discussion back to committee; Kathy wants to link to ASCA from ACTE; Tony will facilitate giving us strategic messages to direct people to our website, as well as templates; Jan will work on link with Shannon, Tony and the ACTE team

Strategic Partnerships

* Discussion – Kathy commented on link to NCDA; Debbie talked about possible link to Express Personnel; Shannon discussed that US Army and Military were two different sources, so we might pursue relationship with both. ASVAB could be separate partner. Sarah Etter believes we need Twitter page and presence and Nicole concurred. Sarah will be our new Twitter facilitator and Nicole, Tony and Shannon may assist. Polly and Nicole discussed how to best label our messages and how we can involve membership in branding our Twitter presence. Need for hashtags will be brought up in Opening Session, Business meeting and Lucy Booth. May give small prizes for top Ideas

Opening Session

* Policy Committee Members will sit up front
* Debbie will work A/V
* Jan will welcome and introduce speaker; talked about middle school advisory group
* Kay will give overview of G&CD resources at VISION
* Sarah will highlight events, sessions, and twitter
* Polly will orient group to Lucy Booth and Hospitality room
* Kathy will discuss G&CD Awards and Recognitions

Luncheon

* Time: 12:45pm – 2:15pm
* Jan will welcome and introduce guest speaker, Lt. Col. Kevin Polosky
* Meal will be served
* Debbie will introduce and moderate panel of Mark Perna, Dr. Shannon Salyer, and Donna Gilley
* Door Assignments
	+ Kay: R-W
	+ Debbie: M-P
	+ Sarah: B-F
	+ Phil: G-L

Other Business

* Jan discussed items she will go through with Nicole
* December 1st: Call for proposals