**ACTE BUSINESS EDUCATION DIVISION**

**2014 BUSINESS MEETING/AWARDS SESSION**

**GAYLORD OPRYLAND HOTEL**

**NOVEMBER 21, 2014**

Meeting was called to order (5:00p) by Division President Dr. Gary Hutchinson. A quorum was declared.

Sam Kessler – FBLA National President from Pennsylvania and Serina Pack – BPA President, Post-Secondary from New Mexico brought greetings to those in attendance.

Attendees were reminded to vote in the ACTE National Election.

ACTE Committee Reports – Bylaws, Nominating, and Resolution were given.

Bylaws – Kellie Diemer went over several bylaw changes that were presented at the Assembly of Delegates.

Nominating – Jean Kyle was not present. Dr. Hutchinson again reminded those in attendance to vote in the upcoming election which opened today.

Resolutions – Kay Orell talked about two resolutions that were presented at the AoD.

Membership – Dr. H went over current membership numbers for both ACTE (23582) and the BE Division (2678). Out of 11 divisions, BE has the 5th highest membership.

Budget – The current Operating Budget and Designated Funds were presented and explained. Our division currently has $5927 in operating and $5400 in designated.

Website – Attendees were reminded to use the site and that updates would be happening shortly.

President’s Report – Dr. H went over his last report to the Board. All previous reports are on the division website for viewing.

BED V-President Election – Since there was no election taking place for VP-Elect for the division, we will need to elect a new VP beginning at VISION 2015. Nominations begin April 1. Completed applications are due by June 15. Members were encouraged to nominate someone or themselves if they were interested.

BE Policy C& Procedures Manual – Dr. H began with some background information concerning division and regional policy manuals. At the end of this discussion, action would be needed to approve: the creation of a new Policy Committee, editorial changes to the manual, and committee updates.

Background: Last year Lauren Lessels (Governance Administrator) through the Bylaws Committee, charged the Regions with updating their manuals. This year is the Divisions turn. Dr. H. spent a lot of time trying to update and make changes that would benefit our membership…wanting what was best for the Division and still keep within the guidelines of ACTE. So, to that end the manual was updated – a revamped the Policy Committee was created and following current policies and procedures and Lauren’s advice, the new Policy Committee met on Wednesday morning to finalize the changes – to present to the membership at the business meeting. Not every little detail was presented, but the main updates were presented so that at the end of this meeting those in attendance can accept them as proposed as a whole. If accepted, all changes would be finalized and posted the manual on our website.

Policy Committee - Associated Organizations (formerly referred to as affiliates) – working on two more. Exact descriptions of the Divisional Committees is still being worked on. I have started a list of members interested in becoming a member of our committee and will be contacting them sometime after Thanksgiving with further information. Here is the new format for the BE Division Policy Committee:

|  |  |
| --- | --- |
| **Old** | **Revised** |
| President, Past President of BE Division | President, Past-President or President-Elect |
| 3 Business Education related organizations | 4 Associated Organizations  \*NASBE, MBA Research, FBLA, BPA |
|  | 3 Representatives to ACTE Standing Committees  \*Bylaws, Nominating, Resolutions |
|  | 1 Representative from each of the five Regions |
|  | 3 Chairs of Divisional Committees  \*Awards, Legislative, Professional Development |

Editorial Changes - Mostly wording changes. Again: all of this work -- the updates, the changes, my goals for next year -- have been done with **“how to best meet the needs of our members”** in mind. One change **not made** that was tabled for further discussion by the Board was Changing Amendments. Three options were presented

**Days notice to VP (prior to VISION)**

60 days – 30 – prior to vote

**Revisions submitted in writing**

yes

**Notice to policy committee (prior to VISION)**

15 days – prior to vote

**Other notification**

Presidents of divisional organizations/State Presidents

**Approved at annual meeting**

by majority of members present - no

**Approved by Board**

Yes

**Submitted to membership (prior to VISION)** no – prior to vote

A motion was made by Deborah Seahorn to accept the changes made to the Policy and Procedures Manual for the Business Education Division as presented. The motion was seconded by Dawn Morrison. The motion passed unanimously.

Volunteers Needed – Dr. H. then turned back to the Divisional Committees. Chairs (and members) were needed for these three committees: Awards, Legislation, and Professional Development. Names would be taken through January to try and assign chairs. Also needed was a representative for the Policies Commission for Business and Economic Education which our division is a part of.

ACTE Priorities – Member Value, Professional Development, Leadership Development, Public Policy, and Marketing – These priorities were discussed and used as a guide for the updating of our policy manual. Using these priorities, Dr. H. set goals for himself and the division:

* Finalize the updating of the Policy & Procedures Manual
* Begin a strategic plan or vision…..
* Create a *“conference within VISION”*
  + With more CTSO involvement
* Give our members more opportunities
  + Website, webinars, information (legislative and professional)
* Increase membership
  + 5% (>2800 members) by November 1, 2015
  + Over 3000 by end of FY16

How is he going to do this? With membership assistance – mentioned before he’s gotten a great response so far, BUT input is needed…the Division needs members to step up and help--help with committees, suggestions, input, recruit colleagues – show value!

VISION 2015 and beyond

* 2015 – *CTE and All That Jazz*

November 19-22 @The Ernest Morial Convention Center, New Orleans

* + Proposals for 2015 needed soon – start tomorrow!
* 2016 – November 30-December 3

Convention Center - Westgate Hotel (LVH)

Las Vegas

* 2017 – Back to Nashville!
* 2018 – sites being researched

NBEA’s National Business Honor Society – Delayne Havlovic spoke to the membership regarding the benefits for students and schools to have a NBHS.

Business Education Division Awards – Division awards were discussed and members were encouraged to nominate worthy colleagues and students.

Ten Student Awards were then presented. Winner information will be posted on the website.

At the end of the session, Dr. H had some closing remarks:

*There are lots of ways to get involved with Business Education at the local, state, regional, and national level. This includes CTE organizations like ACTE and specialty organizations like NBEA and/or your state association.*

*Business Ed is truly a part of CTE. I believe we are the base for all the different CTE areas.*

*If you attended the Town Hall Meeting on Wednesday, you heard an ACTE member say that “I am a CTE educator specializing in Business Education.” Be a promoter of Business Education and CTE.*

*I encourage all of you to CONTINUE to do this until we meet again in New Orleans for VISION 2015….or at a CTE or Bus Ed conference. Thank you.*

The meeting/session ended at 5:50pm.

Respectfully submitted,

Dr. Gary Hutchinson

ACTE/BE Division President