**ACTE ADMINISTRATION DIVISION BUSINESS MEETING**

**November 20, 2015 – 1:15 PM**

**Room 337**

**01) Call to Order Janet Goble**

**02) Welcome and Introductions Janet Goble**

**03) Affiliate Updates**

**i) National Council of Local Administrators** **Elaine Stith**

The 2015 Best Practices conference was held September 23-25 in Phoenix, AZ. There were 222 attendees, including 41 new members. The conference focused on promoting CTE best practices and innovations. Next year’s conference will be held in Tampa Bay, FL, September 28-30, 2016. The NCLA board is seeking representation from ACTE’s regions 2 and 3. Anyone interested is being asked to contact NCLA Executive Director Tom Applegate.

**ii) Career and Technical Education Equity Council Terri Grusendorf**

The National CTEEC conference was held September24-25, 2015, in Catoosa, OK. The conference highlighted “Framework for Equity and Social Justice”. The 2016 conference will be held September 22-23, 2016 in Catoosa. The call for presenters will be posted on the website in March, 2016.

**04) Policy Manual**

The policy committee members reviewed updated policies and adopted the new manual. A motion to adopt was made by Dave Keaton and seconded by David Hughes. The motion carried.

**05) Division Goals**

The following divisional goals were discussed:

▪Increasing attendance at VISION business meetings by inviting speakers to discuss hot legislative topics.

▪Encouraging members to contribute to social media venues to broaden nationwide leadership. David Hughes will lead this goal.

▪Offering a digital badge for uploading professional development and instructional videos/webinars.

Eboni Chilis will assist in developing topics for this goal.

▪Encouraging legislative advocacy efforts. Wendy Perry will lead this goal.

▪Research the creation of an “All About CTAE” app to provide relevant content information to share with stakeholders. Members were encouraged to give feedback to Janet Goble for items they would like to see included in the app.

**06)** **Legislative Issues**

LeAnn Wilson welcomed attendees to the meeting. Steve DeWitt provided a legislative update. President-Elect nominees introduced themselves. They are Chuck Gallagher, Gary Hutchinson and Gina Riggs.

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**07) VP Elect**

Wendy Perry will chair the Vice President-Elect nomination committee. The candidate elected at VISION 2016 will shadow Janet Goble for a year. If only one candidate is announced, the seat will be vacant.

**08)** **Awards**

A study will be conducted by a subcommittee to consider additional awards.

**09) VISION 2015**

▪State of Employer Engagement in CTE: Friday, November 20, 2015, 2:15-4:30 p.m. (with Guidance Division),

Rooms 338-339

▪Networking Hour Reception: Friday, November 20, 2015, 4:30-5:30 p.m. Exhibit Halls D & E

**10) VISION 2016**

VISION 2016 will be held in Las Vegas, NV. Programming changes and networking opportunities are being considered.

**11) General Discussion**

▪Membership: The Administration Division showed the greatest gain in ACTE membership this year.

▪NPS 2016 Conference: The NPS conference will be held February 29-March 2, 2016. ACTE will be

co-sponsoring a reception with NCLA.

**12) Adjournment Janet Goble**