**ACTE POLICY COMMITTEE MEETING**

**November 19, 2015 – 3:00 PM**

**Ascot Room**

**Attendees:**

Jane Bowen, Jeanette Capshaw, Eboni Chilis; Dave Gardner, Janet Goble, Terri Grusendorf, David Hughes, Dave Keaton, Doug Meyer, Wendy Perry, Jon Quatman, Dan Smith

**01) Call to Order Janet Goble**

**02) Welcome and Introductions Janet Goble**

**03) Affiliate Updates**

 **i) National Council of Local Administrators**

No update was given. The NCLA representative was delayed in travel.

**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 and approved updated policies. The updated policies will be voted on at the ACTE Administration Business meeting.

**05) Division Goals**

The committee members discussed the following goals:

▪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 Chillis 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. All members of the policy committee will brainstorm what information we would like to have in the app so a framework can be developed.

**06)** **Administration Division Budget**

Current balance is $11,067.00. The budget is divided as follows: CTEEC - $750; VISION 2015 $1,227; NPS reception $1,300; travel (VP, policy members) $6,700; NCLA - $1,000. A discussion was held regarding use of the remaining NCLA money. A motion was made by Dave Keaton and seconded by Jon Quatman to give NCLA unused budget money to support speakers at the 2016 NCLA Best Practices Conference. The motion carried.

**ACTE Policy Committee Meeting Minutes**

**November 19, 2015 – 3:00 PM**

**Ascot Room**

**Page 2**

**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 found, the seat will be vacant.

**08)** **Awards**

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

**09) VISION 2015**

▪Business Meeting: Friday, November 20, 2015, 1:15-2:15 p.m. Room 237

▪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.

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

 co-sponsoring a reception with NCLA.

▪Other: A conference call with policy committee members will be scheduled in January, 2016.

**12) Adjournment Janet Goble**

This meeting was adjourned at 4:20 p.m.