

**ACTE Engineering & Technology Education
Division Policy Committee Meeting
Friday, November 12, 2021 - 4:00 p.m. EST
Virtual Meeting Via Zoom**

eTED Policy Board Members Present:

Richelle Krumsiek, Jay Davis, Fran Bromley Norwood, Cory Ortiz, Policy Chair - John "JR" Drummond, Snehal Bhakta

Guest: Michael Connet

Review of 2020 Policy Committee Meeting Minutes

Fran Bromley Norwood motions to approve Policy minutes from 11/17/20
Cory Ortiz seconds the motion – passes unanimously

Vice President's Report

- Reviewed eTED membership in each region
- Budget – looking great, did not spend all money due to VISION 2020 being virtual
 - \$3,600 total, \$400 audio visual, \$600 awards, no food and beverage due to restrictions
 - \$46,278 - Designated Funds
 - Ad Retargeting Campaign eTED – offered for those who signed up or renewed membership during June 2020, offered ACTE gift cards in drawing
- Awards – two total, one new and one experienced educator
- Secretary – need to recruit for this position,
 - Responsibility - meeting minutes at business meeting VISION 2021, NPS
 - Would be reimbursed for expenses incurred through duties (such as printing)
 - Help with awards – get award plaques
 - Possible stipend - \$1,000, this is intended to help with transportation to VISION, and NPS
 - Email to Richelle for anyone who is interested in being the secretary
- VISION 2021 in person
 - eTED business meeting held virtually, November 18, 2021, 5:00 PM ET
 - All will be in meeting, only members will be allowed to vote
 - ACTE is hosting hospitality rooms in person – December 2, 3-5 pm, shared with T&I – coffee and tea will be served
 - Fran – idea of using food and beverage money to give 'vouchers' to each member – shifts responsibility of policing to whoever is serving the food as opposed to ACTE.

ACTE Committee Reports

- No bylaw changes have been brought forth yet (possible replacement needed for Justin Touchstone)
- Fran Bromley Norwood – nominating committee: Meeting were virtual, allowed individuals to indicate answers to questions in recorded meeting, recording went out to all nominating committee members. Approval was then made for the individualsto move forward.

New Business

- Policy Board Members
 - Seven members currently, may need more to distribute the work load.
 - May need new volunteer for bylaws committee
- Door prizes at VISION 2021
 - JR - less gift cards with more money as there are questions with attendance
 - Richelle – Egift cards for virtual attendees
 - Michael – numbers ACTE VISION 3000 with exhibitors for in person 500 virtual
 - Door prizes at opening session (in person only due to cost), hospitality session, business meeting
 - ♣ 2 - \$100 gift cards in person opening session
 - ♣ 2 - \$100 gift cards for online registration
 - JR Drummond– Motions for 4 \$100 gift cards, two for in person opening session, two for virtual attendees, 12-\$25 gift cards for VP to distribute.
 - Fran Bromley Norwood seconds the motion.
 - Passes unanimously
- Member engagement
 - Spend some money to help with membership
 - ♣ Discuss benefits of eTED and ACTE
 - Eblast thanking members, explaining perks, Promote webinars
- Affiliations
 - SolidProfessor partnering with eTED, and Autodesk VISION 2022
- Policy Handbook Revisions
 - Will tackle this after more information is gathered from ACTE, more on this in the new year
 - Jay Davis – suggestion, some point there were templates, go back to template and redo the manual from the ground up.

Other Business

- 2022 Fellows are being announced later this month

Adjournment

- Jay Davis moved to adjourn the meeting at 7:08 p.m. EST. Fran Bromley Norwood provided thesecond. There was no discussion and the motion passed.