

**ACTE CareerTech VISION 2024**  
**Health Science Education Division**  
**Business Meeting Agenda**  
**December 4, 2024; 1:30-2:30 PM (CST)**  
**216A Henry B. Gonzalez Convention Center**  
**San Antonio, Texas**

**Meeting Minutes**

- I. Call to Order: LaDonna Selvidge
  - A. Time: 1:30pm
- II. Welcome: LaDonna Selvidge, Health Science Education Division Vice President
- III. Appointment of Secretary
  - A. Maggie O'Malley (Cox)
- IV. Introductions and Roll Call
  - A. 16 at time of report (18 by 1:40PM) (19 by 1:50PM)
- V. Review and Approval of the HSE Business Meeting Agenda  
(Motion, Second, Vote by HSE Division members only)  
Flexibility in Agenda due to ACTE election candidates' visit requested by LaDonna.
  - A. Motion: Holly Strand-Rysgaard
  - B. Second: Cindy Beck
  - C. Vote unanimously passed
- VI. Review and Approval: HSE Business Meeting Minutes, Nov 29, 2023  
(Motion, Second, Vote by HSE Division members only)
  - A. Holly noticed typo in NCHSE acronym on section X
  - B. Motion to approve minutes with correction – Carla Burris
  - C. Second Mark Grigsby
  - D. Vote unanimously passed
- VII. National ACTE Updates: LeAnn Curry, ACTE Executive Director
  - A. Those in attendance watched Leann Curry's message via YouTube.
- VIII. ACTE Legislative Updates: Alisha Hyslop, Chief Policy, Research & Content Officer
  - A. Lame Duck session
  - B. Fiscal Year 2025 - Continuing resolution until Dec 24, continuing to function on funding approved.
  - C. Time is growing short for bills, so it may be that the continuing resolution continues.
  - D. WIOVA up for reauthorization (2014 last) draft bill has been signed.



- E. Social Security Fairness Act “Social Security Windfall Act” passed the house, sitting in Senate, hope that this will pass and help support educators transitioning from industry to education.
- F. Preparing for transition to new congress and new administration, already sending information out
- G. Elimination of Department of Education: Requires a vote from Congress, at least 60 from Senate, has been attempted in the past and has not moved forward. ACTE following and anticipate not enough support. If it does occur, department programs would still exist and be divided into other departments (i.e. Perkins to Department of Labor)
- H. Concerned about budget cuts that are being proposed by the new administration.
- I. Encouraged to build relationships with legislators locally and let them know about your programs and how funds affect your programs.

IX. ACTE Board of Directors Election Information: LaDonna Selvidge

A. Election Information

- 1. Voting will open during ACTE’s CareerTech VISION Conference on Friday, December 6<sup>th</sup>, at 12:00AM (EST) and close on January 6<sup>th</sup>, at 11:59PM (EST).
- 2. Winners will be announced after January 6<sup>th</sup> (within the second or third week of January, 2025)

B. ACTE President-Elect Candidates

- 1. Katy Blatnick-Gagne
- 2. Brandon Russell

C. Candidate Meet and Greet, Friday December 6<sup>th</sup>, 9:00AM-10:15AM, ACTE Booth

X. HSE Division Vice President Update: LaDonna Selvidge

A. Year-to-Date:

- 1. Introduction of HSE Policy Committee Membership – LaDonna introduced the Policy Committee members.
- 2. Policy Committee Review Update: LaDonna thanked everybody for their participation and support in providing revisions to the HSE Policy Manual document: The Policy Manual for HSE membership review and other announcements will be sent in an email blast prior to Vision 2024. The Policy document will be posted to the HSE website after the Vision 2024 Business Meeting. A timeline has been included in the HSE newsletter for review.
- 3. Awards Committee Updates: LaDonna described how the previous HSE Awards Committee Chairperson had to resign. Maggie O’Malley from the HSE Policy Committee replaced the former chairperson and has done a great job in taking over that position. Maggie will serve a two-year term as the HSE Awards Committee Chairperson.
- 4. Policy Committee selected an ACTE New Professionals Fellow for the Health Science Education Division: Rachel Popham, GA (Region II) was selected by the HSE Policy Committee as the 2025 HSE New Professional Fellow. Rachel was notified and will be in attendance at the Vision Conference to be recognized.

5. Newsletters: Fall, Winter, Spring, Summer: LaDonna explained how the ACTE-HSE newsletters from her will be posted quarterly on ACTE's website and are emailed to all HSE members. The newsletter that will be posted in January will contain information regarding the VP-Elect process that will begin in April, 2025, including information on the HSE Scholarship.
6. E-blasts are used to communicate with the membership. LaDonna stated that more eblasts will be posted and sent via email from ACTE regarding activities and information coming up during the spring semester.
7. Participated in the National Healthcare Association online webinar. LaDonna stated that participating as a co-speaker in a NHA webinar on "Nursing Incivility" back in September was a great experience.
8. Attended the NCHSE Conference in Arizona back in October. HSE had an Expo booth and she was able to meet with many health science educators. LaDonna stated that it was a great event and she enjoyed networking and attending.
9. Mentored one ACTE Experienced Fellow, and two IAED Mentees.
10. Looking forward to the VP-Elect process beginning this Spring.
11. Health Science Education Scholarship given at HOSA International – applications will open in April; an E-blast with information will be sent to all HSE members. Information will also be included in the winter ACTE-HSE newsletter.
12. HSE-STAT - Support Teachers All Topics; survey will be sent out for topic suggestions.

#### B. HSE Division's Policy Manual Revisions



1. LaDonna read each revision to those in attendance. Also, the revisions were shared via a QR code and in an E-blast that was sent by ACTE. LaDonna provided a few hard copies of the revisions that members could share during the Business Meeting.
2. Motion to approve revisions: Carla Burris
3. Second: Holly Strand-Rysgaard
4. Vote unanimously passed to accept the revisions to the HSE Policy Manual. LaDonna stated that the revised HSE Division Policy Manual will be posted on ACTE's website under the HSE Division.

### XI. HSE Division Committee Reports

#### A. Policy Committee: Cindy Beck

1. Zoom meeting on Sept 11th, 7 in attendance. Discussed revisions to the Policy Manual, Awards Committee needs, and decided on supporting an ACTE HSE Division New Professionals Fellow for 2025.
2. Attendance to two conferences by the HSE chairperson was notable.
3. Committee members discussed funding and the HSE budget.

4. ACTE is going to cover the cost of the HSE VP-Elect shadowing opportunities.

B. Nominations Committee: LaDonna Selvidge for Linda Romano

1. The HSE Division's Nominations Committee will start meeting next Summer/Fall 2025, to start the process of reviewing applications, interviewing candidates, and recommending nominees for the HSE VP-Elect position.
2. ACTE polls for the current election cycle open on December 6, 2024 and close Jan 6, 2025 at 11:59PM. Winners will be announced the week of Jan 6, 2025.

C. Bylaws and Awards: Maggie O'Malley

1. Bylaws Committee Report:
  - a. Meeting was held on Sept 6, 2024 via Zoom; LaDonna was in attendance; Chairman John Noel informed the committee although no formal requests had been made for bylaw changes it was recommended that the committee review the document as a whole.
  - b. Members are currently reviewing Bylaws and making recommendations prior to Jan 16, 2025, for the next Bylaws meeting scheduled Jan 30, 2025 via Zoom.
  - c. Bylaws Committee has until May 1, 2025, to provide additional recommendations to the ACTE Executive Director.
  - d. May 15, 2025, Zoom discussion will result in draft that will go to ACTE Legal team.
  - e. July 26, 2025, information will be sent to Techniques be approved for the October publication
2. Awards Committee Report:
  - a. Former Awards Committee Chair resigned in July; new Chair selected.
  - b. Awards Committee reviewed each of the five awards application's criteria – all applications lacked eligibility requirements to discern award winners and needed to be revised - requirements were written and added to each award, new deadline date was added to each award on the Awards Portal; those who had already submitted applications for awards prior to the updated/revised applications were notified of the requirement's section that needed to be completed prior to the new deadline.
  - c. Developed awards rubric for scoring applications.
  - d. Submitted an E-blast that was sent to the HSE Division Membership regarding the HSE Division's awards and application timeline - included the same in the fall newsletter.
  - e. Scored applications for five HSE Division awards.
  - f. Awards Committee Chair notified the winners by email and all are expected to attend the HSE Opening Session to be recognized.

## XII. Finance Report: LaDonna Selvidge

- A. Operating Account Balance = \$4,074.04
- B. Designated Fund Balance = -\$1837.82 due to catering costs from last year's ACTE Conference. It is always a challenge when estimating the amount of money necessary for food and beverage. The budget was underestimated in this area last year and this issue has been addressed for next year.
- C. Restricted Fund Balance (Health Science Education Scholarship) = \$2, 100.16

## XIII. Membership Update and Vision Attendance Report: LaDonna Selvidge

- A. HSE Membership
  - 1. As of 10/31/2024, HSE membership = 1,687
  - 2. At the end of June, 2024 (FY24), membership = 1,558
  - 3. Increase of 129 members!
- B. ACTE Vision
  - 1. As of 11/27/2024 = 4,985
  - 2. VISION 2023 in Phoenix = 5,296
  - 3. ACTE Membership is up = 27,649 (largest since October 2011!)

## XIV. ACTE's Strategic Plan

- A. Member Value and Engagement
- B. Advocacy and Awareness
- C. Professional and Leadership Development
- D. Teacher Pipeline Shortage
- E. Strategic Partnerships
- F. Inclusion, Access and Diversity

### HSE Division's 2024-2025 Strategic Plan



LaDonna provided a QR code that connected to the current strategic plan. She read each area and gave a brief description of the content. She asked those in attendance for their expertise and ideas in developing the plan by encouraging them to attend the HSE session that is scheduled on Friday at 4:00PM.

## XV. Announcements: LaDonna Selvidge

- Thursday, December 5<sup>th</sup>:
  - First Time Attendees Orientation (Breakfast)  
7:00AM-8:00AM, Hemisfair C1 & C2 Henry B. Gonzalez Convention Center
  - HSE Division Opening Session and Luncheon (Sponsored by HOSA)  
11:45AM-1:30PM, Hemisfair C1, Henry B. Gonzalez Convention Center

- HSE Division Reception (Sponsored by the National Healthcare Association - NHA)  
5:30PM-7:30PM, LDR & Grotto at 900 E. Market Street
- Friday, December 6<sup>th</sup>:
  - HSE Division Hospitality Room  
11:00AM-1:00PM, 216B, Henry B. Gonzalez Convention Center
  - HSE Division Networking Session  
4:00PM-4:45PM, 210A, Henry B. Gonzalez Convention Center

#### XVI. Adjournment

- A. Motion: Holly Strand-Rysgaard
- B. Second: Cindy Beck
- C. Vote unanimously passed
- D. Time: 2:34pm

LaDonna thanked everyone for attending.