

**National Association of Industrial Technical Teacher Education
Executive Committee Meeting
Atlanta Convention Center – Room 2201
Thursday, November 30, 2006**

Presiding: Dan Brown, President

Present: Paul Brauchle, Dan Brown, Karen Juneau, Ed Livingston, Mat Sutton, Richard Walter Charles Gagel, Kara Harris

1. Welcome and Introductions

- a. Meeting called to order 7:05
- b. President Dan Brown welcomed the group and introductions were made around the table.

2. Review Agenda

- a. Dan Brown distributed the agenda and briefly discussed the items for the meeting.

3. Review Minutes from 2005

- a. Dan Brown (substituting for Klaus Schmidt) distributed copies of the minutes from the 2005 executive committee meetings and the 2005 NAITTE Breakfast and Business Meeting and was also indicated that the minutes were located on NAITTE Web page.
- b. A motion was made, seconded, and approved to request acceptance by the membership for approval during the breakfast and business meeting.

4. New Business

Institutional Membership \$150, Ed Mann asked what programs receive for the money? We have four institutional members. Discussed the question, what would it take to make the services appropriate for the cost? No mention of Institutional Membership in the Handbook. Dan suggested a page in the JITE to acknowledge the Institutional Members. Richard Walter indicated that addition to JITE would

be easy. Karen Juneau asked if it needed to be an additional page, or just some recognition. Plaques are easy and cheap. Mat suggested a plaque to start, then annual certificates for 5 yrs and then a five and/or ten year plaque. Charles Gagel noted that the Handbook needs to be changed to reflect these changes. Karen Juneau asked to have the Institutional Membership rate removed from the renewal forms and the Journal. Dan Brown asked if both could be put in the journal. Individual forms could be sent out for each type of membership. Paul Brauchle noted that a section reflecting these changes should be added to the Administrative Handbook under "Membership."

Karen Juneau sent the subscription rate info and EBSCO entered it as \$55 instead of \$50. She asked for a rate hike to \$55. Karen asked for a hike in rates, particularly on foreign Library subscriptions. Karen said there are 200-250 library subscribers

Dan Brown noted that printing costs are going up. Karen also noted that the Journal is online and one can obtain it without paying for it? Mat Sutton discussed online access. Karen indicated that if NAITTE desires, EBSCO can put it online. Karen said one has to become a member of EBSCO to obtain it. Dan mentioned that a service that a construction group (ACCE) uses is similar. Dan said it turned their journal into a financial benefit from a liability.

Karen Juneau brought up the previously discussed suggestion to print a published (hard Copy) at the end of the year. Richard Walter (On Janet's behalf) said it is difficult to put out four issues with a dearth of article submissions and is recommending a three/yr format, reduced from four. Charlie said the survey called for three instead of four, but three in the future is ok. The survey said less than three would not be good. Mat Sutton mentioned the value of a theme for upcoming issues. Richard Walter mentioned that a theme sometimes discourages articles as much as encourages. Karen Juneau said the issue themed around graduates has been all sold. Richard passed along "Writing for the JITE" and encouraged us to push article generation. Dan Brown said the 3 issues issue has come before the Board previously and said that the number of venues for publication by NAITTE members has declined. Dan asked if the journal could be smaller. Mat Sutton reminded the committee that the number of issues has been promised for this year, but could be instituted next year. Richard then brought up the electronic issues with a hard copy at the end of the year. Dan asked that it be tabled until Janet's report is submitted. Dan said further research should be done, Mat agreed.

Richard also said there were no JITE awards due to problems with the cycle of printing. Janet passed on the information (through Richard) that the biggest problem is a dearth of articles.

Richard Walter said the old acetate process involved printing the artwork on the front of the journal. Richard needs an electronic version of the artwork. Mat Sutton will send his graphics files to Richard. Richard Walter then asked for a copy of the membership list. He also asked if we could recognize the past editors.

Richard Walter said he is in need of an associate editor (who will become editor in two years), and more reviewers.

Paul Brauchle read the JITE article submission requirements and noted that the procedure involved old media, etc. Richard Walter asked if we could go to electronic submission. Karen asked that an acknowledgment of manuscript receipt be sent electronically. Karen Juneau proposed that we allow electronic submission. The motion was seconded and passed.

Paul Brauchle asked why we use four reviewers. Dan said three is common with many other journals, Richard Walter agreed to go to three for a quicker turn-around.

Richard Walter reiterated that it all comes down to not enough quality journal submissions. Mat Sutton made a motion that we move to three issued per year rather than four. The motion was seconded and discussion continued until the questions was called for. Motion passed.

Dan Brown modified the agenda and moved to Mat Sutton's Treasurer report. Mat needed approval to re-invest the \$10,000 CD for the Frantz fund.

The committee then discussed the Doctoral Scholarship Fund. Dan reminded us that the dollars originally donated were specifically for Doctoral students.

Dan Brown reported, on behalf of Roger Hill, that there may be further need to disseminate information from the NSF grant. Mat recommends (Charlie mentioned that Ted Lewis started this grant) that by combining the bulk of the NSF money with the Doctoral scholarship for investment we could generate an endowment which would provide scholarship money "permanently." The dollars would be available (liquid). Another option would be to 'keep a nominal amount out of the money market investment. Mat noted that even though the Doctoral fund is diminishing the other moneys are still substantial. Charlie mentioned that we should keep the money named the same until NAITTE is completely absolved of any responsibility for expenses. Mat will pursue combining accounts after all NSF business is completed and obligations are paid..

Dan Brown recommended we pay \$500 to become an organizational Affiliate of ACTE. That will "purchase" greater access to meeting space and a listing. Paul mentioned that we do not get presentation time and asked if that would be added. Dan said that would not be guaranteed. Mat Sutton moved that we affiliate with ACTE. Seconded (Paul), motion carried.

Mat will adjust the proposed Budget and bring it before the second Executive Board Meeting on Saturday. An audit committee was appointed consisting of two Trustees.

Awards: Paul said the people have been selected for awards.

Membership: There are only 88 paid members. This highlights the need for a membership drive.

Dan asked each officer to look at the handbook for needed modifications.