

**National Association of Industrial Technical Teacher Education
Executive Committee Meeting
Las Vegas Convention Center – Room N222
Thursday, December 9, 2004**

Presiding: Charles Gagel, President

Present: Paul Brauchle, Dan Brown, Janet Burns, Phil Cardon, Garner Dewey, Charles Gagel, Roger Hill, Ed Mann, Xavier McClung, Greg Petty, George Rogers, Andrew Schultz, Walter Richard, and Rich Zinser.

1. Welcome and Introductions

- a. Meeting called to order 6:48
- b. President Gagel welcomed the group and made introductions

2. Review Agenda

- a. President Gagel distributed the agenda and briefly discussed the items for the meeting.

3. Review Minutes from 2003

- a. Garner Dewey distributed copies of the minutes from 2003 and was also indicated that the minutes were located on NAITTE Web page.
- b. A motion was made and seconded to recommend the minutes to be accepted by the membership for approval during the breakfast and business meeting.

4. Convention Program Updates

- a. Breakfast and Business Meeting – Andy stated that the tickets were printed and that he had a list of the members who had paid for the breakfast.

- b. TED/ADMIN/NAITTE Opening Session – Roger Hill indicated that there were two guest speakers who were to speak for twenty minutes each on the topics of Engineering and Pre-Engineering Education.
- c. TED/NAITTE Joint Research Symposium – Janet Burns presided for Mary Jo Self. She verified that plaques were available for the recipients of the awards and that Rich Walter was going to take over as associate editor. President Gagel asked for members of the Executive Council to attend the Poster Sessions.
- d. AVERA/OTT Higher Education Division Discussion – President Gagel informed attendees about meetings that had occurred to discuss these divisions. Roger recommended for two or three representatives from NAITTE to attend the following meeting. President Gagel indicated that this topic would be discussed during Saturday’s meeting.
- e. Other –
 - i. Roger Hill encouraged members to attend a liaison meeting with Tech Ed and ACTE.
 - ii. A discussion ensued about the lack of input that NAITTE has on presenters and on scheduling meeting times. It was also indicated that NAITTE is not given a list of the total requests for presenters.

5. Old Business

- a. Annual Reports
 - i. President – Copy of president’s report was distributed to committee members and an opportunity for further discussion was provided
 - ii. JITE – George Rogers indicated that the count for articles looked good. There were 29 articles submitted and that all writers had been notified. It was also stated that the information on the Web site needed to be modified for better implementation. Janet praised George’s work as editor as everything was caught up.

- iii. Financial Report – Copy of the report was distributed to committee members and Phillip Cardon led a discussion about the report. President Gagel requested an audit committee to look at financial report. Paul distributed a copy of the Directory Budget Report. Roger Hill noted that Goodheart-Willcox contributions had dropped from \$3,500 to \$1,500. He also recommended for ATP’s contributions to be reflected on the financial report. A motion was made and seconded to approve the financial report pending the audit report.

6. New Business

- a. NAITTE Membership Survey – President Gagel led a discussion of the survey. He indicated that during the breakfast he would be presenting some of the findings and an action plan to the members. Gagel also stated that according to the survey, the journal and directory were the most important services.

7. Meeting adjourned at 8:22

Minutes submitted by: Garner G. Dewey, Secretary
