

**National Association of Industrial Technical Teacher Educators
Executive Committee Meeting
Las Vegas Hilton – Room 9 – 7:00 AM to 9:00 AM.
Las Vegas, NV
December 12, 2002**

Presiding: Roger Hill, President

Present: Tom Bell, Paul Brauchle, Janet Burns, Ray Denton, Charles Gagel, Roger Hill, Marie Kraska, and George Rogers.
Guests: Joe Burke, Garner Dewey, Gregory Petty, Andrew Schultz.

1.0 Welcome and Introductions Roger Hill

- 1.1 Meeting called to order at 7:15 AM.
- 1.2 President Hill introduced all that were present.
- 1.3 The Agenda was distributed and reviewed (see attached **Article 1** for the Agenda).

2.0 Minutes from 2001 Roger Hill

- 2.1 Roger distributed the minutes from the 2001 meetings and asked for revisions. No revisions were called for.
- 2.2 Paul Brauchle made a motion that the 2001 minutes be accepted; Thomas Bell seconded the motion.
- 2.3 The 2001 minutes were approved.

3.0 Conference Program Update

- 3.1 Opening Session – Roger Hill gave an overview of the planned Opening General Session. A general discussion of how the event was to unfold ensued.
- 3.2 NAITTE Breakfast & Business Meeting – Tom Bell reported that the breakfast arrangements were in place and ready for Saturday morning. Awards and breakfast program were discussed. Tom reported that the presale of breakfast tickets was again successful but that more involvement should be encouraged.
- 3.3 Other – Charles Gagel presented an update on the convention planning of the past year. Several copies of the final program were provided for the group. Given the success of the current program planning process, and attempts by ACTE to change the process, he requested that someone from the Executive Committee attend the upcoming TED Liaison Session to join our voice in support of the TED efforts to continue the process now in place. He explained that he could not attend the meeting due to other commitments. There were several volunteers to attend the TED meeting. Charles also included his President-Elect’s Report (see attached **Article 2** for the report).

4.0 Old Business

- 4.1 President’s Report..... Roger Hill
 - 4.1.1 Roger circulated copies of the report (see attached **Article 3**). Some discussion of the ITE Directory and its transition to a new web-based format ensued. This was mostly an update discussion.
- 4.2 JITE Report..... George Rogers
 - 4.2.1 George circulated copies of the report (see attached **Article 4**). Some discussion of the review process ensued. He explained that the matter would be taken up by the JITE Editorial Board at their upcoming meeting.
- 4.3 Trustee’s Report..... Paul Brauchle
 - 4.3.1 Paul circulated copies of the report (see attached **Article 5**). He gave an overview of the election process and the difficulties we are experiencing with participation. He voiced concern over the low voting rates and shortage of nominations from the field.
- 4.4 Research Committee Report Janet Burns
 - 4.4.1 Janet, being only recently appointed as Chair of the committee, provided only an oral report. Her major concern was for the upcoming Joint Research Symposium with the TED Division. Participants and awards have been arranged but a few time and sequence issues remained to be resolved. She is to meet with her TED counterpart, Sid Raider, this afternoon to resolve the issues.
- 4.5 Membership Report Roger Hill for Doug Wagner

- 4.5.1 Doug Wagner, due to his not being able to attend the conference, provided a membership report several days before the conference by way of email (see attached **Article 6**).
- 4.5.2 Roger Hill informed the Board that Doug had reached the end of his appointment as Membership Chair and that a new chair needed to be appointed. He requested that nomination be sent to him after the conference.
- 4.6 NSF Grant..... Roger Hill
 - 4.6.1 Roger updated the group on the status of the grant. He commented that the overall work had only just begun and that NAITTE’s role had yet to begin. Some discussion ensued regarding NAITTE’s involvement. This was mostly a general information update regarding the grant.

5.0 New Business

- 5.1 Leaders for Tomorrow Scholarship Program..... Roger Hill
 - 5.1.1 Roger reported that he had met with representatives of American Technical Publishers on matters of reestablishing the scholarship. The scholarship had fallen idle for several years and ATP had inquired about its status. Roger asked for discussion regarding the possibility of opening the scholarship to master’s level students in addition to the existing doctoral level. Paul Brauchle voiced support for including master’s level students because they could serve as a feeder program for later doctoral studies in industrial-technical education. Some discussion suggested the idea of expanding the realm of the scholarship (i.e., broader programmatic areas) and the possibilities of it being delivered as a grant.
 - 5.1.2 Paul Brauchle and Janet Burns agreed to lead a sub-committee within the NAITTE Research Committee to study the possibilities and make recommendations for a reestablished scholarship. The sub-committee agreed to review and make recommendations to President Hill by January 15, 2003.
- 5.2 News & Views Input..... Roger Hill
 - 5.2.1 Roger updated the group on the changes for the Newsletter. Dr. Arnold Murdock has assumed the editorship and will be up and running shortly. It was again mentioned that the Newsletter was now in an online format.
- 5.3 Nevin Frantz Fund Roger Hill
 - 5.3.1 Roger informed the Board that the Nevin Frantz challenge grant had been successfully achieved. More discussion of the fund would be delayed to the 2nd Executive Board meeting.

6.0 Special Item

- 6.1 Early in the meeting, Joe Burke, former President of the TED Division, addressed the Executive Board regarding intentions by ACTE to eliminate program areas and move to a topics driven program – thus eliminating program chairs and their associated affiliations. He requested NAITTE’s support for a resolution that the TED Division was in the process of drafting for the upcoming Assembly of Delegates. The resolution would call for the continuation of the current structure and planning procedures. Near the end of the meeting, Joe Burke returned with a draft of the resolution for NAITTE endorsement. Paul Brauchle introduced a motion to endorse the TED resolution; George Rogers, seconded; the motion passed. NAITTE would go on record as supporting the TED resolution.

7.0 Adjournment

- 7.1 Meeting adjourned at 9:30 AM Roger Hill

Minutes recorded and reported by:

Charles Gagel, President-Elect
 For
 Michael DeMiranda, Secretary

Attachments:

-----Article 1-----

Agenda

**NAITTE Executive Committee & Leadership Meeting
ACTE Annual Convention – Las Vegas, Nevada
Thursday, December 12, 2002**

1. Welcome and call to order
2. Minutes from 2001
3. Conference Program Update
 - 3.1 Opening Session
 - 3.2 NAITTE Breakfast & Business Meeting
 - 3.3 Breakfast Tickets
 - 3.4 Other
4. Old Business
 - 4.1 President's Report
 - 4.2 JITE
 - 4.3 VP Reports
 - 4.4 Trustees
 - 4.5 Research Committee
 - 4.6 Membership
 - 4.7 NSF Grant
 - 4.8 Other
5. New Business
 - 5.1 Leaders for Tomorrow Scholarship Program
 - 5.2 News & Views Input
 - 5.3 Nevin Frantz Fund
6. Other items of business
7. Adjourn

-----Article 2-----

President-Elect Report

The major work of the past year was planning the NAITTE Program for the 2002 ACTE Convention. We again worked with the Technology Education Division to schedule the program. For both programs, the number of proposals accepted this year appeared to be up from last year. The increased number of proposals, in combination with ACTE's increased blackout periods, made for some interesting sessions this year. You will note several combined sessions, some with as many as four presenters sharing a single 45 minute time slot.

The practice of the past few years of having NAITTE marked clearly on proposals intended for NAITTE sessions has proven helpful. To my knowledge, we had only two incidents where proposals were misdirected. Both were directed to the Trades & Industry Division; one ended up not being accepted. We should continue to stress the importance of marking our proposals when they are submitted. Once they are sent elsewhere, it is often too late to do anything about it by the time we learn of the proposal. Also, we should continue emphasizing the importance that the President-Elect be sent a copy of any NAITTE program submission.

I would like to thank Joe Scarcella, Joe Burke, Ron Gonzales, Danielle Garrison, John Russell, and Roger Hill for their assistance with the program; it was a challenge for all of us.

Submitted by:
Charles W. Gagel
NAITTE, President-Elect
University of Idaho

NAITTE President's Report
December 14, 2002

Listed below are key items I have focused energy on during my 2001-2002 term of service as NAITTE President. Some items have been completed and others will need additional attention during the remainder of 2002 and throughout 2003. Please know that I consider it a privilege to serve in this leadership role. Your input is appreciated, and I encourage you to communicate any suggestions that might guide us in directions that would better serve your needs.

Roger Hill – rbhill@uga.edu

1. Appoint new Research Committee chairperson and have active participation in Research Symposium and other related issues.	Janet Burns accepted the position as chair of the Research Committee and has worked with members Paul Brauchle, Mary Jo Crawford Self, and Richard D. Lakes to reactivate the committee. Submissions by graduate students for the research symposium were reviewed, finalists were selected and notified, and two graduate students presented at our research session on Thursday.
2. Develop a new format for the <i>News & Views</i> newsletter and begin delivery by e-mail.	Arnie Murdoch agreed to take leadership on this project and produced and distributed the first of the new issues in December. Our intent is to have the newsletter be a quarterly publication with issues in January, April, July, and October.
3. Construct a new Web site for NAITTE with updated design and content.	A new Web home page has been developed with assistance from Garner Dewey, a doctoral student at the University of Georgia. The new site has been structured to provide improved visibility for NAITTE and enhance content for members.
4. Identify a new editor for the Industrial Teacher Education (ITE) Directory.	Tom Bell has produced the 2002 – 2003 directory while activities took place to transition to a new format and editor. Rod Custer has been working with his staff at Illinois State on technical development of a database with ASP Web-based interface for collection and management of directory data. The directory will move to an 8.5 x 11 format and will be distributed electronically as a pdf file to NAITTE and CTTE members. Arnie Murdock has agreed to take responsibility as editor of the ITE Directory beginning with the 2003-2004 edition.
5. Participate in development of <i>Technology Teacher In-service Education</i> NSF grant proposal development and funded project.	Ted Lewis provided guidance and encouragement in the development of this project proposal during his term as NAITTE president. NSF has funded the first year of the project for \$341,339 with anticipated second year funding of approximately the same amount. The project team consists of a consortium including Ohio State, Univ. of Minnesota, Wisconsin-Stout, University of Georgia, Purdue, Colorado State, Eastern Michigan State, and NAITTE.
6. Resolve issues related to the American Technical Publishers (ATP) scholarship funds and reactivation of the <i>NAITTE Leaders for Tomorrow</i> scholarship.	The underlying issues relevant to this situation have been researched. A revised scholarship program is being planned and input from David Holloway and Jon Gosse of ATP has been most helpful in guiding our work on this.

7. Revise <i>Administrative Handbook</i> to reflect new ACTE Division structure.	Still needed.
8. Respond to Petrina Report.	Discussions related to some issues raised in this report have been initiated but all items have not been addressed.
9. Appoint an Auditing Committee to examine financial records and report to Executive Committee.	An Auditing Committee was appointed and chairpersons were designated from among this group for the next three years. Appointed were Phillip Cardon, Ray Denton, and Xavier McClung. Phillip -- '02 (chairing committee in 2002) Ray -- '03 (chairing committee in 2003) Xavier -- '04 (chairing committee in 2004).
10. Assist President-Elect with NAITTE program planning for December ACTE Convention.	Charlie Gagel did an excellent job planning and coordinating the NAITTE programming activities for this year's ACTE Annual Convention. The primary conduit for coordinating our program with ACTE continues to be the Technology Education Division. We need to give special thanks to Joe Scarcella for his good work and cooperative spirit in assisting us with this for the past three years.
11. Election of new officers.	Paul Brauchle conducted our elections this year in his role as incoming trustee. Incoming officers are Phillip Cardon, Treasurer; Gregory Petty, Trustee; Andrew Shultz, V.P. for Technology Education,; and Xavier McClung for V.P. for Trade and Industrial Education.
12. Selection of award recipients.	Marie Kraska managed this process in her role as senior trustee.
13. NAITTE Breakfast & Business meeting planned.	Tom Bell managed arrangements for the NAITTE Breakfast & Business Meeting.
14. JITE publication caught up and back on schedule.	Vol. 38, Issue 4 and Volume 39, Issue 1, the special retrospective issue guest edited by George Rogers have been published and delivered. Marie also has all the materials for Volume 39, Issue 2, which will be a special international-themed issue. The materials for this issue should be on the way to the printer. Volume 39, Issue 3 is to be guest edited by Ted Lewis, and includes six manuscripts authored by PIs of NSF-funded projects. Ted has worked with Marie on final edits and these materials should be ready for publication. If necessary, Marie will switch the order of publication of Issue 3 and Issue 4. She has all the materials for Volume 39, Issue 4 (her final issue), and expects to send this material to the printer very soon. George is now receiving any new manuscripts submitted and began taking over editor responsibilities in April.
15. Appoint new Membership Chair (2003).	Doug Wagner will be completing his term of service as Membership Chair in the spring of 2003. Any recommendations for a new person to take on this important responsibility would be much appreciated.

2002 Annual Report
Journal of Industrial Teacher Education
December 2002
Submitted by George E. Rogers, Editor

1. Editorial Board

The Editorial Board for Volumes 40 and 41 includes Associate Editor Janet Burns (Georgia State University); and Assistant Editors James C. Flowers (Ball State University), Robert T. Howell (Fort Hays State University), Andrew E. Schultz (Central Michigan University), and Mary Jo Self (Oklahoma State University). The Style Editor for Volumes 40 and 41 is Judith V. Wood (Purdue University), and David Domermuth (Appalachian State University) returns as Circulation Manager for the *Journal*.

Manuscripts were reviewed by 34 individuals (including Editorial Board members) during 2002. Two additional reviewers have been added for 2003.

2. Manuscript Submission

During 2002 there were 19 manuscripts submitted. From these manuscripts, 13 were in the research category, four were conceptual pieces, and two were the work from a dissertation. Ten of the manuscripts were accepted for publication (59% acceptance rate), seven were rejected, one was suggested to revise for an "At Issue" piece, and one is currently under review.

3. Submission Correspondence

Since July 2002 the average time between the Editor's receipt of a manuscript submission until the author(s) received notification of acceptance/rejection was 36 days. A NAITTE membership application form was included with each acknowledgement of manuscript letter.

4. Publication Status

The galley proofs for Volume 40, Number 1, are currently with the Style Editor with publication scheduled prior to year's end. The articles for Volume 40, Number 2, have been selected and are currently being edited into galley proofs. Volume 40, Number 2, is scheduled to be published in February 2003.

TRUSTEE'S REPORT TO THE NAITTE EXECUTIVE BOARD

Paul E. Brauchle

12 December, 2002

(1). Elections were held for NAITTE Officers for 2003-2004.

(2) Four offices were to be filled:

- a. Treasurer
- b. Trustee
- c. Vice President for Technology Education
- d. Vice President for Trade & Industrial Education

(3) Nominations and elections were conducted electronically via the NAITTE Listserv, operated by Steve Petrina.

(4) Nominees were:

- a. Treasurer --- **Philip Cardon**
- b. Trustee --- **Gregory Petty**
- c. Vice President for Technology Education --- **Andrew Shultz**
- d. Vice President for Trade and Industrial Education --- **Mary Jo Crawford-Self**
Xavier V. McClung

(4) Officers-elect are:

- a. Treasurer --- **Philip Cardon**
- b. Trustee --- **Gregory Petty**
- c. Vice President for Technology Education --- **Andrew Shultz**
- d. Vice President for Trade and Industrial Education --- **Xavier V. McClung**

Respectfully submitted,



Paul E. Brauchle,
Trustee

Membership Chair's Report

Date: December 3, 2002
To: NAITTE Officers and Leadership
From: Doug Wagner
Subject: NAITTE Membership Report #11

Days Since Last Report: 58

The checks are still arriving in from a few people. We still have 57 members who have not sent back the membership as of today. It is much work to send everything out and people are slow to get the checks in the mail. A set of labels was set to George Rogers at Purdue University for his mailout. And the Membership Report was sent to Roger Hill for the NAITTE Meeting this month.

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2001-2003 membership costs
2/01/2001 Started as membership chair for NAITTE
7/25/2001 NAITTE PO Box rental for 12 months \$39.00
7/26/2001 Stamps for mail-outs \$109.40
7/24/2001 Airborne Express for checks to Jeff Flesher - No charge to NAITTE (lost receipt).
9/17/2001 Certified mail for checks to Jeff Flesher \$7.10
11/07/2001 Certified mail for checks to Jeff Flesher \$4.17
12/07/2001 Certified mail for checks to Jeff Flesher \$7.10
12/07/2001 Delivery Confirmation to Marie Hoepfl \$3.90
1/10/2002 Stamps for mail-outs \$106.40
2/4/2002 Stamps for mail-outs \$13.60
3/4/2002 Certified mail for checks to Jeff Flesher \$4.40
* Total amount of receipts sent to Jeff on 7/3/2002 for \$295.07. /
Received check on 7/23/02
7/3/2002 Certified mail for checks to Jeff Flesher \$7.90
7/3/2002 Stamps for post-cards (paid for two sets, sent one out) \$104.82
7/11/2002 Copy cost for 185 units of the directory \$222.58
7/11/2002 Stamps for membership drive mail-out (185 units) \$319.35
7/24/2001 NAITTE PO Box rental for 6 months \$21.00 (which will take me to end of my term as membership chair).
8/16/2002 Stamps to re-send membership drive for changed address or bad zip codes \$6.44
* Total amount of receipts sent to Jeff on 8/20/2002 for \$682.09
/Received check 9/10/02
10/8/2002 Certified mail for checks to Jeff Flesher \$4.30

Total amount spent as membership chair for 2001-03 \$981.40

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I have enclosed the list of institutional and regular memberships received since the last membership report 58 days ago (see below). All the checks have been processed and forwarded to Jeff Flesher, NAITTE Treasurer, at 5637 Woodhill Drive, Gurnee IL 60031-4909. The total amount of this deposit is \$1,325.00

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Institutional (150), Regular (50), Student (15) and Foreign (60)
Memberships + Nevin Frantz Contributions:

Checks that have come for the 2002-03 membership year in since the last
members report in October.

Marcelle Hardy, University du Quebec Montreal, \$60.00
Robert Hoewll, Fort Hays State University, \$50.00
Aldo Jackson, Erie County Technical School, \$50.00
Edward Mann, The University of Southern Mississippi, \$50.00 + \$10.00
Connie Munson, Student Membership \$15.00
Mabel Okojie, Mississippi State University, 50.00 + \$10.00
William Page, Clemson University, \$150.00
Greg Petty, The University of Tennessee, \$50.00
Ernest Savage, Bowling Green State Univ., \$50.00
Jerry Streichler, Bowling Green State Univ., \$50.00
Jack Wescott, Ball State University, \$150.00
Jamie Harrington, Western Washington University, \$50.00
Mark Johnson, Pittsburg State University, \$50.00
Gary Lietz, U.S. Department of Energy, \$50.00
Edward Mann, Univ. of Southern Mississippi, \$150.00
Reynaldo Martinez, Jr., Oklahoma State University \$50.00 + \$10
Virginia Osgood, University of Central Oklahoma, \$50.00
Douglas Rokke, \$50.00 + \$10.00
Thomas Walker, Temple University, \$50.00 + \$10.00
Tom Bell, Millersville University, \$50.00

Total \$1,325.00

Money collected since membership chair

2001-02 \$10,625.00

2002-03 \$7,675.00

Total collected since membership chair \$18,300.00

Time To Accomplish Above Task - 5 hours

Total Time Applied As Membership Chair - 145 hours

Thank you.

Doug Wagner, Director
Adult, Career and Technical Education
Manatee County Schools - Florida

*** End of Attachments ***