

**National Association of Industrial Technical Teacher Educators
Executive Committee Meeting
Convention Center – Room 346 – 10:15 a.m. to 12:00 p.m.
New Orleans, Louisiana
December 15, 2001**

Presiding: Roger Hill, President

Present: Thomas Bell, Paul Brauchle, Charles Gagel, Michael Galloy, Roger Hill, Marie Hoepfl, Marie Kraska, Theodore Lewis, Arnold Murdock, George Rogers.
Guests: Ed Livingston, John Scott.

1.0 Welcome and Introductions Roger Hill

- 1.1 Meeting called to order at 10:16 a.m.
- 1.2 Roger Hill welcomed all present. He followed by requested that all officers sign up on the WebCT site at the University of Georgia. The website will be used for on-line conferences and information sharing, in lieu of teleconferences, of the Executive Board. The intent is to use the website on a quarterly basis or as needed.
- 1.3 Roger distributed the Agenda (see attached **Article 1** for agenda) and the meeting began.

2.0 Old Business Roger Hill

- 2.1 **The Journal of Industrial Teacher Education** -- Roger Hill began by addressing the topics that were forwarded from the first business meeting.
 - 2.1.1 Discussion developed around the sale of old editions of the JITE to help meet the challenge of the Nevin Frantz Grant. Marie Hoepfl and Tom Bell inquired as to what the sale price might be as well as mailing costs. Five dollars per issue, plus shipping and handling, was discussed. Discussion ensued on how to advertise the sales promotion. Advertisement through the NAITTE membership list was discussed. Use of the email list within the Directory was also discussed.
 - 2.1.2 In addition, Marie discussed the upcoming special retrospective issue: How many extra issues should be run given the issue's "special purpose"? Marie asked for a recommendation for how many extra to run and for what selling price. The Board suggested 200± copies.
 - 2.1.3 John Scott suggested another special issue of only the outstanding manuscripts.
- 2.2 **National Science Foundation Grant** -- Ted Lewis and Marie Hoepfl reported that the proposal was in process. Marie had recused herself from the proposal due to her relationship with both NSF and NAITTE. At this point the feeling was that no news was good news.

3.0 New Business Roger Hill

- 3.1 **ACTE 2002 Convention Planning:**
 - 3.1.1 **NAITTE program** -- Roger Hill circulated a Call for Papers form. Applications should be sent to TED/NAITTE. Roger called upon the VPs to help with the program for next year. Charles Gagel, the new President-Elect, will be preparing the program for next year. Charles mentioned that he would be contacting the VPs for presentations. Roger gave an overview of the ACTE/TED program development process. Roger encouraged the VPs to get involved with their respective divisions. The program has been modified to allow VPs to attend their respective division meetings.
 - 3.1.2 **Breakfast & Business Meeting planning** – Roger Hill reviewed the process of planning the breakfast meeting. Traditionally, a VP has been responsible for planning the meeting. It was determined that Tom Bell will perform the service for next year; Amy Murdock will be kept in the loop for the following year. The ticket presale effort was deemed successful. Approximately 20 tickets were pre-sold. It was decided to continue the presale efforts for next year's breakfast.
 - 3.1.3 **Research Committee & TED/NAITTE Research Symposium** – Roger called attention to the need for a new research committee chair. It was explained that Jim Gregson had completed his term and that a new chair is needed. Marie Hoepfl and

Paul Brauchle suggested a few candidates. It was mentioned that perhaps this function may be assigned to the assistant JITE editor. Roger explained that NAITTE would advertise for award applicants sometime in early spring.

3.1.4 Revision of the Administrative Handbook – Discussion addressed whether or not the Handbook should be revised to reflect current changes in ACTE.

3.1.4.1 Of a related nature, it appears that new ACTE directives regarding time slots for business meetings may require changes for next year’s program meetings. There was much concern voiced on the matter. It was decided to wait until the program time changes were more clearly defined before any particular course of action was determined.

3.2 Budget for 2002 -- Discussion of the new 2002 projected budget was conducted. Due to Jeff Flesher’s absence, Paul Brauchle moved to accept the budget pending an audit: Tom Bell seconded. Paul Brauchle will lead a committee to conduct the audit.

3.3 New Initiatives Roger Hill

3.3.1 The Petrina Report – Paul Brauchle and Marie Hoepfl provided a brief overview of the report. Paul suggested that the report is intended to challenge current practice and stimulate thinking. Steve Petrina received many positive comments for his work on the report. Marie Hoepfl and Theodore Lewis provided some thoughts on the report and similar organizational situations nationally. It was explained that merging with another organization, as the report seemed to promote, was not a given: Change will come; just how NAITTE accommodates that change is the real question.

3.3.2 Paul raised a question about how NAITTE, having now received the report, should present it to the general membership. The News & Views Newsletter was discussed as the preferred medium. Another option might be an *At Issue* piece for the JITE. Much discussion ensued (by all members present) on how to respond to the report. Mike Galloy, and others, voiced concern about being assimilated into TED. How to engage the general membership was central to the discussion.

3.3.3 The Executive Board agreed to utilize the new WebCT site to continue the discussion in early January.

4.0 Other Items Roger Hill

4.1 Roger Hill pointed out that the graduate student scholarship fund, supported by the American Technical Publishers, needed attention. It was noted that the fund has sat idle, holding a notable balance, for several years. The ATP has voiced an interest in NAITTE’s plans for renewed use of the fund. No decision was made but it was agreed that the item would be added to the list of items for continued discussion on the new WebCT site.

4.2 Roger reminded all members of the Executive Board to log-on to the WebCT site as soon as they returned to their respective institutions. It is hoped that the web site will provide an inexpensive means of continued communications throughout the year.

5.0 Adjournment

5.1 Theodore Lewis called for adjournment of the meeting. Marie Hoepfl seconded.

5.2 Meeting adjourned at 12:07 p.m. Roger Hill

Minutes recorded and reported by:

Charles Gagel
Secretary

Attachments:

NAITTE 2nd Executive Board Meeting, December 15, 2001 – New Orleans, LA.

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

Agenda

NAITTE Executive Committee & Leadership Meeting
ACTE Annual Convention — New Orleans, Louisiana
Saturday, December 15, 2001

1. Welcome and call to order
2. Old Business
 - 2.1. JITE
 - 2.2. NSF Grant
 - 2.3. Other
3. New Business
 - 3.1. ACTE 2002 Convention Planning
 - 3.1.1. NAITTE program of work--due date to ACTE February 2,2002
 - 3.1.2. Breakfast & Business Meeting planning
 - 3.1.3. Research Committee — TED/NAITTE Research Symposium
 - 3.2. Budget for 2002
 - 3.2.1. Review and adopt budget
 - 3.2.2. Nevin Franz fund
 - 3.2.3. Graduate student fund--ATP
 - 3.3. New Initiatives
 - 3.3.1. Web site revision by Gamer Dewey
 - 3.3.2. Email News & Views in doc & pdf
 - 3.3.3. Revise bylaws and handbook
 - 3.3.4. Respond to transformation report
 - 3.3.4.1. NAITTE's niche
 - 3.3.4.2. Faculty Success Network
 - 3.3.4.3. Grant Mentoring Program
 - 3.4. Other items
4. WebCT for Executive Committee & Leadership
 - 4.1. Exception key established
 - 4.2. Bulletin board system for ongoing discussion
 - 4.3. Chat room for telemeetings — consider dates and times
5. Other items of business
6. Adjourn

* * * End of Attachments * * *