

**National Association of Industrial Technical Teacher Educators  
Executive Committee Meeting  
Marriott Hotel – Rancho Las Palmas Room – 2:00 p.m. to 5:00 p.m.  
San Diego, California  
December 6, 2000**

**Presiding:** Theodore Lewis, President

**Present:** Theodore Lewis, Roger Hill, Charles Gagel, John Scott, Edward Mann, Cheryl Evanciew

**1.0 Welcome and Introductions** ..... Theodore Lewis

- 1.1 Meeting called to order at 2:10 p.m.
- 1.2 Agenda was distributed and reports begun.

**2.0 President-Elect’s Report**..... Roger Hill

- 2.1 See attached Article 1 for the complete report.
- 2.2 Roger asked for input for the new web site design. Work on the web site will continue in the coming year.
- 2.3 Upcoming work on the handbook was mentioned but discussion was reserved for the next meeting (Saturday, December 9,2000).
- 2.4 The Executive Committee’s listserv at University of Georgia is up and running. Many thanks to Roger and his colleagues.
- 2.5 Steve Petrina (News & Views Editor) has setup a listserv of the full membership at the University of British Columbia.
  - 2.5.1 Email addresses for some membership (e.g., emeriti, life members) are not available. The recent election revealed this shortcoming.
  - 2.5.2 It was suggested that email addresses be sought from all members through the membership chair; perhaps by placing a line on the membership form for an email address.
  - 2.5.3 It was also suggested that some measure be taken to alert the membership of the growing importance of email communications to the organization.
- 2.6 Some discussion revolved around our affiliation with ACTE and the divisions of TED and T&I. Because we span several divisions within ACTE, our concern is that we not be placed within only one division; we need broader exposure to remain in contact with the divisions we serve. The uniform form that ACTE now uses for submissions tends to not recognize our place on the national program. A cross referenced list for the annual program would help increase our exposure.
  - 2.6.1 It was recommended that the membership be made aware that anyone making an ACTE proposal for NAITTE related teacher education should notify (send a copy to) the President-Elect so they are aware that the proposal was submitted. This will enable the President-Elect to track the proposal and insure that it be listed under NAITTE in the ACTE program.
  - 2.6.2 Given some of the problems we have been having regarding NAITTE and the ACTE program, it was stressed that all Vice-Presidents need to be attending program planning meetings.
  - 2.6.3 To encourage good relationships between NAITTE and the T&I, TED, and Technical divisions, it was agreed that the program chair and assistant of these divisions will receive complementary tickets for the NAITTE Breakfast and Business meeting.

**3.0 Technical Education, Vice-President’s Report** ..... John Scott

- 3.1 John reported that the major direction of technical education today seems to be post-secondary due to the decreasing number of secondary programs.
- 3.2 The changes within the field, particularly between Technical and Trade & Industrial, are causing confusing overlaps. This blurring of the lines is causing problems with identity and jurisdiction. Work is ongoing regarding the clarification of roles given the emerging trends.

**4.0 Secretary’s Report** ..... Charles Gagel

- 4.1 See attached Article 2 for the complete report.

- 4.2 Charles reported that most of his efforts had been directed toward keeping and reporting minutes. He stated that email messages carried by the new listserv for the Executive Committee were being archived as they occur.
  - 4.3 John Scott inquired whether or not the archive structure allowed for topic searches. Charles reported that the structure was searchable through the standard Find/Replace routine provided within Microsoft Word. John followed with the same inquiry regarding the minutes of previous NAITTE meetings. Charles (and Roger Hill) replied that because previous minutes were not recorded as one combined file, the simple Find/Replace routine would not work; here, each file would have to be searched separately.
- 5.0 Membership Chair's Report** ..... Reported by Ted Lewis
- 5.1 See attached Article 3 for the complete report.
  - 5.2 There was some concern over the number of members on the membership list that were not current. The question arose as to how to update the list: purging, multiple reminders, how many reminders, how to keep them connected, involved, etc...
    - 5.2.1 Perhaps a follow-up letter encouraging continued involvement.
    - 5.2.2 The conversation moved to larger concerns; for instance, the universal drop in ACTE membership overall and in certain divisions.
    - 5.2.3 The drop in paid membership raised questions about NAITTE's clientele. It was agreed that teacher education is central to NAITTE's mission, albeit times have changed. The discussion brought concern over: What is our service community? Who is our competition?
    - 5.2.4 It was recommended that T&I and Technical areas be surveyed? Given John Scott's earlier report, the VPs of these areas were charged with the task of collaborating and conducting a survey aimed to determine who is involved in the preparation of these teachers. Also, to inquire about what additional service communities NAITTE might serve.
  - 5.3 Harold Shoemaker, the current Membership Chair, has requested a replacement after this coming year. Responsibilities required by the position have become problematic given his current job position.
- 6.0 Journal Circulation Report** ..... Cheryl Evanciew
- 6.1 See attached Article 4 for the complete report.
  - 6.2 Journal publishers were requested to send back-copies to Cheryl for delivery. As yet the shipment has not arrived. Its whereabouts is unknown. Cheryl is investigating.
  - 6.3 With Cheryl's move to Clemson from Oklahoma, things have become problematic in performing the responsibilities of the position. Cheryl has agreed to continue in the position for one more year.
    - 6.3.1 Ted Lewis will contact Cheryl's Dean, School Head, and Unit Coordinator to encourage support for her activities with NAITTE.
    - 6.3.2 One technical problem is the software used in setting up the circulation database that Cheryl was given. Roger Hill volunteered to review the database for conversion to Microsoft Access.
    - 6.3.3 Work will begin on finding a replacement if necessary.
- 7.0 News & Views Editor's Report** ..... Reported by Ted Lewis
- 7.1 See attached Article 5 for the complete report.
  - 7.2 Ted Lewis commented positively on the direction the newsletter is taking under Steve's editorship.
  - 7.3 A discussion ensued about the passive nature of the current web site: What can be done to make it more active?
    - 7.3.1 It was suggested that the membership listserv, which Steve has at UBC, be used to make direct mailings when an issue is ready for distribution.
    - 7.3.2 It was recommended that a PDF format be used for distribution of two, three, or four issues (whatever seems appropriate) per year. The format would again use issue and/or volume numbers.
- 8.0 Trustee Report of Officer Elections**..... Ed Mann
- 8.1 See attached Article 6 for the complete report.
  - 8.2 33.6% responded during the election.

- 8.3 Ed Mann commented on the difficulty of getting nominations.
- 8.4 One complaint was made about the ballots not being anonymous.
- 8.5 Ed distributed an awards nomination form for next year's awards (see attached Article 7).
  - 8.5.1 Developing a list of previous awardees was discussed. A history of awards (to be placed on the web) was recommended. Ed Mann volunteered to research the history and develop an up-to-date list.

**9.0 American Technical Publishers Scholarship Fund..... Ed Mann**

- 9.1 This agenda item reflects an ongoing NAITTE concern for a continued/reestablished relationship with American Technical Publishers.
- 9.2 The relationship between ATP and NAITTE: A History.
  - 9.2.1 Years ago, the lack of professional education books encouraged an effort to develop a series for the technical, teacher education field. The effort was to expand the technical book list of ATP. Given their situation (back then), developing such a book list was very important to them.
  - 9.2.2 Some book drafts/proposals were promised by NAITTE but were never delivered: Relationships weakened.
  - 9.2.3 Today, new personnel at ATP offer a chance to rebuild relationships and get back on course, as promised years ago.
- 9.3 The discussion was prompted by the ATP scholarship fund setting idle for several years. No ATP scholarships have been awarded for many years.

**10.0 Other ..... Ted Lewis**

- 10.1 Attendance at the first executive meeting was very low. Ted Lewis inquired at to what such low attendance might indicate? The discussion took many tracks, as below:
  - 10.1.1 Ted Lewis remarked on the low attendance trend of the past five years at NAITTE events at the ACTE conferences.
  - 10.1.2 Ted raised concern over the lack of involvement by the general membership between conferences. He asked: What can be done to encourage involvement? How can we energize NAITTE?
  - 10.1.3 Concerns were raised about the breakfast: Who is responsible for breakfast arrangements? Does the responsibility rotate? Who does the person in charge report to? Who should follow Dan Brown?
  - 10.1.4 Research potential and new affiliates were discussed. What institutions might NAITTE now align with? Two-year institutions, due to their growing involvement with teacher education, may be potential new affiliates?
  - 10.1.5 What about advertising? How might NAITTE increase its exposure to new affiliates through advertising?
- 10.2 It was decided that many of these topics would be brought to the second executive meeting for further discussion.

**11.0 Work To Be Done**

- 11.1 Unfinished and/or unreported items from this agenda will be carried forth to the Second Executive Board Meeting on December 9, 2000.

**12.0 Meeting Adjourned at 5:10 p.m. .... Theodore Lewis**

Minutes recorded and reported by:

Charles Gagel  
Secretary

Articles Attached

## **ARTICLE 1 – President-Elect’s Report**

### President-Elect Report

In planning for the program of work for our 2000 NAITTE meetings in conjunction with the ACTE Convention, we worked through the Technology Education for all but one session. The process went smoothly and all requested activities were scheduled. Joe Scarcella was especially helpful as were all of the people with ACTE.

Another action item undertaken this year was moving the NAITTE web site developed by Mark Merickel to a new home at the University of Georgia. This was accomplished early in the year and the site was updated to provide accurate information about minutes, officers, and other pertinent information. Further revisions and enhancements are still needed and will be undertaken in the year ahead. The URL for the web site is <http://www.coe.uga.edu/naitte>.

As we look ahead to the coming year, several items need attention. One of the major tasks that needs to be undertaken is revision of the Administrative Handbook. Officer positions need to be re-examined and procedures for conducting our work should be revised. Once revisions are completed, the handbook will be made available on the web site as a pdf file.

Two new listserves were established this year. One of these, administered at the University of Georgia, includes officers and leadership of NAITTE. The other, administered by Steve Petrina at the University of British Columbia, includes the entire membership. These new channels of communication have enhanced our abilities to conduct business electronically.

## **ARTICLE 2 – Secretary’s Report**

2000 NAITTE Secretary’s Report

Submitted by: Charles Gagel ([cgagel@bemidistate.edu](mailto:cgagel@bemidistate.edu))

Since taking office a year ago, the major activity for the secretary was recording of minutes for the closing NAITTE Executive Meeting at the 1999 ACTE Annual Convention and for one telemeeting conducted May 3, 2000. Minutes were posted to the new NAITTE web site: <http://www.coe.uga.edu/naitte/>

Another recording activity has involved the monitoring of business conducted through the use of email and the Executive Board’s listserv. All email communications received by the secretary, whether directly or through the listserv, are being archived. The growing use of communication technology will certainly reshape how NAITTE conducts and records its business; for instance, this year’s officer elections.

Secretarial activities have included the updating of the Administrative Handbook and By-Laws to acknowledge the name change of the American Vocational Association to the Association for Career and Technical Education. Activities have also included the maintenance of the NAITTE Officers and Leadership List. An updated listing of the officers for 2001 is provided on the back of this report.

## **ARTICLE 3 -- Membership Chair’s Report**

From: Hal Shoemaker [[harold.shoemaker@usm.edu](mailto:harold.shoemaker@usm.edu)]  
Sent: Saturday, December 02, 2000 12:02 PM  
To: Lewis, Theodore  
Subject: Re: agenda items

Ted,

Here is my membership report as of December 1, 2000.

Total Dues collected in year 2000	\$ 9,180
Total donations collection in year 2000	\$ 860
Total money collected in year 2000	\$10,040

Total members paid for year 2000	175
----------------------------------	-----

Hal Shoemaker  
Membership Chair

If you need any more information please let me know. When would you like the members purged from the list who have not yet paid?

#### **ARTICLE 4 – Journal Circulation Report**

National Association of Industrial and Technical Teacher Educators  
2000 Journal Circulation Report  
Cheryl E.P. Evanciew, Ed.D., Circulation Manager  
Technology and Human Resource Development  
G-01 Tillman Hall, Clemson University  
Clemson, SC 29634-0725

2000 Record of incoming checks  
from subscriptions, back issues, etc.

1/00	\$3360
3/00	\$40
4/00	\$541
6/00	\$7
7/00	\$110
8/00	\$35
9/00	\$1091
11/00	\$1095
Total	\$6279

Total number of subscriptions:

10/12/89:	309
11/21/90:	327
11/1/91:	325
11/19/93:	319
11/19/94:	325
11/19/95:	336
12/03/96:	244
12/7/97:	245
12/9/98:	249
12/4/99:	237
12/5/00:	239**

\*\*Total: ~13 new subscriptions (4 Foreign; 8 US; 1 Canadian)  
~201 renewed subscriptions (17 Foreign; 201 US; 8 Canadian)

Current subscriptions listed by country:

Australia	4
Austria	1

Canada	10
France	2
Germany	1
Great Britain	1

NOTE: ~11 additional foreign subscriptions handled through US agencies and forwarded overseas

India	1
Japan	5
Korea	4
Netherlands	1
Norway	0
South Africa	2
Taiwan (R.O.C.)	2
Thailand	1
United Kingdom	2
United States	201
West Indies	1

#### **ARTICLE 5 -- News & Views Editor's Report**

From: stephen petrina [stephen.petrina@ubc.ca]  
 Sent: Tuesday, December 05, 2000 5:53 PM  
 To: Lewis, Theodore  
 Subject: NAITTE New & Views report

During this past year, a decision was made to transform the NAITTE News and Views newsletter from its paper-based to a web-based format. On 19 March 2000, NAITTE News and Views was placed on-line, and in the following week, an announcement was E-mailed to NAITTE members. In the fine tradition of the paper format of this newsletter (est. 1978), the digital News and Views provides for the communication of NAITTE news and the expression of NAITTE members' views. This digital form provides for a currency in the communication of news and views, and has the benefit of reaching a diverse and international audience. Feedback on the new format has been positive and constructive.

Currently, the digital News and Views is organized through the following nine categories:

- \*President's Forum
- \*Conferences & Courses
- \*NAITTE Workshop
- \* International News
- \*NAITTE News
- \*Opportunities
- \* Research & Resources
- \*Views & Reviews
- \*Links

Each category is intended to support a range of input from NAITTE members, and can be easily configured and reconfigured as members provide information. While the new format allows for a more dynamic newsletter, this has not yet translated into the submission of content by members. So this problem, which previous editors of the newsletter have faced, remains. Two general invitations to submit information have been made to members through E-mail, but responses have been minimal. A more targeted approach is planned.

President Lewis has suggested that issues, such as a change in the NAITTE officer structure, be posted on the newsletter so that a wide range of members can participate in debates that unfold. I am in the process of making this addition to the web site.



institution

**Distinguished Service Award:**

---

name

---

institution

**Outstanding Service Award:**

---

name

---

institution

**NAITTE/G. Harold Silvius Outstanding Young Teacher Education Award:**

---

name

---

institution

Note: Criteria for the NAITTE Awards can be obtained from any Association Officer.

\* \* \* End of Report \* \* \*