



## ACTE Administration Division Policy Committee Meeting

Wednesday, February 9, 2022

2:00 - 3:00 PM (CT)

### Join Zoom Meeting

<https://mygfschools.zoom.us/j/85821493614?pwd=OU8vO0g2Nllo2a0NYWk01L3lqNHhaUT09>

Meeting ID: 858 2149 3614

Passcode: 522179

### AGENDA

- Welcome & Roll Call: **Eric Ripley (VP)**, Scott Rogers (Region I), Julie Pack (Region II), **Cindy Stover (Region III)**, **Starlinda Sanders (Region IV)**, **James Taylor (Region V)**, Martin Hanley (Bylaws), **Kim Gambill (Nominating)**, **Jeanette Capshaw (Secretary)**, **Wendy Perry (Fellow)**, **Suzi Raiford (Fellow)**

- Updates from VP

*Eric provided a brief update on activities of the Admin Division including recognizing CTE Month, welcoming Scott Rogers to the Policy Committee who is representing Region I, and sharing quick reflections of VISION 2021, which will be discussed later in the meeting agenda. In addition, a preview of the upcoming National Policy Seminar conference and ACTE Board Meeting. Eric will be serving as the board mentee for Sean Crevier, who is the new VP for the Business Education division. Finally, Eric highlighted the Xello series, "Taking Business to School" including the recently released 3rd publication that features Northrop Grumman and the Grand Forks Public Schools (Eric's school district).*

- Division Membership & Budget Updates
  - Division Membership - *Administration Division membership as of December was 3,774, which was a decrease since the previous meeting. It was noted that the membership numbers may increase in January if attendees of VISION renewed as part of their conference registration.*
  - Division Operating and Designated Funds - *Operating Fund Balance of \$9,361. Eric noted that VISION expenses have been submitted for reimbursement, but not reflected in this current balance. It was also noted that the operating budget supports partial reimbursement of VISION expenses for Policy Committee members. Designated Fund Budget totals \$293.*
- 2021 & 2022 Fellowship Update
  - Wendy Perry (2021 Fellow)

- Suzi Raiford (2022 Fellow)

*Wendy and Suzi provided an update of the work completed so far into their Fellow Experience, which has included 2 meetings, and reading of the book, Trust Edge, as they are completing a book study. Part of the National Policy Seminar conference will involve the Fellows conducting an interview assignment.*

- VISION 2021 Reflections/Comments

*Policy Committee members had a great conversation about their individual feedback regarding the VISION 2021 conference and provided the following feedback for ACTE to consider when planning for VISION 2022:*

- *High praise for the Opening Keynote Speaker*
- *Preference for having a Speaker for the Opening Admin Division Session*
- *Virtual attendance was a hit-and-miss experience*
- *Some in-person sessions did not have their speaker show up, but no announcement made which resulted in attendees sitting for a long time waiting*
- *Received mixed feedback on the providing of online sessions during the in-person event including having a reserved space to attend online sessions, confusion over if online sessions were live or recorded, and that some online sessions negatively impacted the attendance of in-person sessions*
- *Confusion existed with how to access online sessions, and suggestion of pointing out that instructions existed on the back of the name tag, but many attendees were unaware of that at check-in*

*It was noted that VISION 2022 is focusing on being in-person only with the intent to record live sessions for archiving and for virtually attendees to access once the in-person event has concluded. This concept received strong support from the Administration Division Policy Committee.*

- 2022 National Policy Seminar Plans

- March 21 - 23, Washington D.C.
- ACTE Administration Division / NCLA Welcome Reception - Sunday, March 20  
*Policy Committee members were briefed on the reception being held with partner organization NCLA and cost-share of the reception of up to \$2,000. All members are welcome to attend!*

- Conference Proposal Reviews - Need Volunteers

- Best Practices and Innovations in CTE 2022 Conference
- VISION 2022

*Currently, calls for proposals are being advertised for both the 2022 Best Practices Conference (March 7 deadline) and VISION 2022 (March 31 deadline). A need for volunteers to serve as session reviewers went out in the Winter Newsletter, but has limited response so far. Policy Committee members will be needed to volunteer to serve as reviewers as it is typical to have 5 reviewers per conference. Requests for session reviewers will also be sent out directly to CTEEC and NCLA.*

- Policy Manual Review Discussion & Timeline

*The Administration Division Policy Manual was last updated in 2017, and given we are 5 years past this, it would seem reasonable to conduct a review again. It was agreed that this work would start at the next Policy Committee Meeting (April timeframe), and continue with subsequent meetings with suggestions/modifications being able to be presented and voted on at the 2022 Administration Division Business Meeting, held in conjunction with VISION 2022.*

- Content for Future Newsletters - Spring Newsletter (April 15)

*Eric provided a reminder that the Spring newsletter is due April 15 and committee members were encouraged to send ideas for content. Fellows will be asked to submit a brief introduction of themselves to the division and updates on the program of work to date as an article.*