

**Report to the Board**  
**ADMINISTRATION DIVISION**

**Submitted By:** Patrick A. Biggerstaff

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**A. Strategic Direction Contributions**

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Since the last Board meeting, what have you and your policy committee members done to represent and serve your Region/Division members in the following areas?

*Member Value & Engagement*

Ex. Growing Membership // Engaging Members // Recruiting New Leaders // Developing Leaders

- August & October newsletters
- Coordination of division conference information center at VISION
- Coordination of VISION networking reception details
- Coordination of VISION volunteers
- Verified HURP participation in committee leadership
- Working to ensure our division members have a great experience at VISION through meaningful agenda planning for the division opening session and business meeting
- Coordination of pre-conference sessions at VISION
- Review of five Fellowship applications (Oct. 15, 2019)

*Professional & Leadership Development*

Ex. Sourcing Topics and Presenters (for Conferences & Online) // Evaluating Sessions

- VISION planning
- Attendance at and co-emcee of Best Practices conference (9/2019)
- Attendance at OKACTE-CTEEC conference
- Division conference call
- Policy Committee conference call (8/2019)
- Policy Committee supports two experienced fellows
- Working to recruit business partners and session presenters
- Promoting voter participation
- Contributed to the advancement of CTE Learn webinars that target CTE administrators
- Presented at ACTER and in webinars regarding the involvement of students with disabilities in CTE.

### *Advocacy & Awareness*

#### Ex. Sourcing & Showcasing Positive CTE Stories // Advocating for CTE

- ACTE staff have committed to sharing legislative priorities at VISION business meeting
- Recruiting participation at the 2020 National Policy Seminar
- Shared best practices and division/region highlights in admin division newsletters
- Wrote an administrator-specific article for *Techniques Magazine*

### *Strategic Partnerships*

#### Ex. Identifying Potential Partners // Developing Relationships with Key & Potential Partners

- Pending NPS networking reception with NCLA and others.
- Strengthening communication and engagement with affiliates CTEEC and NCLA
- Held conversations with potential partners such NYACTE, PHCC, and others

### *Innovation*

#### Ex. Sourcing Models of Innovation // Identifying Emerging Trends, Industries, New Technologies

- Highlighted other divisions and partners in admin. Division newsletters.
- Shared NCLA articles regarding innovative programming and implementation strategies via emails to division membership.

## B. Succession Planning

Do you have any suggestions on future Vice Presidents for your Region or Division? Or any suggestions on future ACTE President-Elect candidates?

Administration Division Policy Committee members, affiliate leaders, and ACTE Fellowship participants should be encouraged to consider running for ACTE leadership positions. Three candidates were selected to run in 2019-2020 for the VP-Elect role in 2020-2021.

C. Region/Division Concerns

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<b>What are your concerns for your Region/Division specifically?</b>	<b>What are the implications for ACTE?</b>	<b>In what capacity can ACTE assist in addressing this issue?</b>
Concerns about the definition of a Perkins Concentrator (some states have defined this differently in legislation)	Legislative Advocacy	Continued legislative presence
Conference participants want more time to engage in planning and discussion. Some have suggested alternating presentation sessions with times for reflection and implementation planning.	In order to continue growing ACTE conferences, it is important that participants feel that their time is well spent.	Consider restructuring some conference sessions to allow for more planning and discussion time. These times can be supported by session presenters and topic experts.

D. Items to be placed on the Board Agenda for Discussion:

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*(Only include items that require Board discussion or action. These will be placed on the Board meeting agenda.)*