

**Executive Committee
Summer Meeting
July 18-20, 2006**



**Hotel Santa Fe
Santa Fe, New Mexico**

**MINUTES
EXECUTIVE COMMITTEE MEETING
TECSCU Winter Conference
January 28, 2006
Manchester Grand Hyatt San Diego
San Diego, California**

1.0 Call to Order

The meeting was called to order by President Jeffery Barnett, Dean, College of Education, UW-Whitewater. Members present were:

President Elect (2005-06) & AACTE Board Representative (2006-2009)
Sam Evans, Dean, College of Education and Behavioral Sciences, Western Kentucky University

Past President (2005-06)
John Beck, Professor, School of Education, Texas State University-San Marcos

AACTE Board Representative (2004-07)
Phyllis Fernlund, Dean, College of Communication & Education, California State University, Chico

Region I Representative (2005-08)
Donald Pierson, Dean, Graduate School of Education, University of Massachusetts, Lowell

Region II Representative (2005-08)
Cathy Barlow, Dean, Watson School of Education, University of North Carolina at Wilmington

Region III Representative (2004-07)
C. Jay Hertzog, Dean, College of Education, Slippery Rock University

Region IV Representative (2006-09)
Mary Otto, Dean, School of Education and Human Services, Oakland University

Region V Representative (2004-07) & President Elect (2006-2007)
Angela Maynard Sewall, Dean, College of Education, University of Arkansas at Little Rock

Region VI Representative (2003-06)

Larry Harris, Dean, College of Education, Idaho State University

Region VI Representative (2006-09) & Government Relations Representative

Susan Meyers, Dean, College of Education, San Jose State University

Executive Secretary & Treasurer (Ex-Officio)

Bennett Berhow

2.0 Approval of the Agenda

Sewall/Harris moved approval of the agenda. Motion approved.

3.0 Minutes

Hertzog/Beck moved approval of the minutes of the Executive Committee meeting at the Fogelman Executive Conference Center at the Holiday Inn at the University of Memphis, Memphis, Tennessee, October 16, 2005. Motion approved.

4.0 President's Report

President Barnett asked each member to report on the state of his or her institution.

5.0 AACTE Board Representatives' Report

Representative Fernlund reported the following:

- Clara Jennings was elected Chair for 2006 and Randy Hitz was elected Chair-Elect for 2006.
- The AACTE Executive Committee does not have a member from a TECSCU institution so the TECSCU representatives recommended to the AACTE staff to re-examine the nomination process.
- The AACTE mission statement was changed and now includes a statement about the education of PreK-12 students.
- AACTE standing committees were restructured. Government Relations will keep a position dedicated to TECSCU.
- Ted Sanders and a colleague described the Teacher Support Network that will be free and available to teacher education graduates.
- The arts and sciences will come under greater scrutiny by the Council for Higher Education Accreditation.
- For-profit institutions are increasing in visibility and accreditation changes are in response to the for-profit institutions. The for-profit institutions are in favor of the changes.

6.0 AACTE Governmental Relations Representative's Report

Representative Meyers reported the following:

- There is a summary of federal legislation, such as the Higher Education Act and Title II, provided at each meeting. The summary was reviewed. Executive Committee members expressed a desire to have copies of the summaries.
- There is no cost to subscribe to the NCLB Insider.
- Fax or email comments to legislators rather than send letters.
- The AACTE web site is a good resource on federal issues.

7.0 Election Committee's Report

The results of the fall 2005 election were:

President-Elect (2006-2007)

Angela Maynard Sewall, Dean, College of Education, University of Arkansas at Little Rock

Region IV Representative (2006-09)

Mary Otto, Dean, School of Education and Human Services, Oakland University

Region VI Representative (2006-09)

Susan Meyers, Dean, College of Education, San Jose State University

8.0 Executive Secretary & Treasurer's Report

Activities on behalf of TECSCU since the fall executive committee meeting include:

1. IRS Forms

1099 forms that report payments to consultants for year 2005 were completed and filed with the IRS with copies to the recipients of payments.

2. Newsletter

The fall newsletter was published and mailed. Space did not permit publication of the list of Past Presidents, but it will be published in a future newsletter. The challenge with publishing the fall newsletter is gathering the information.

3. Election

Member response in the fall 2005 election was the highest of recent years. 69 Institutional Representatives, or 43%, returned ballots. The ballots were again customized by region so each Institutional Representative received a ballot that contained only the candidates for which he or she was eligible to vote. Each Representative also received the eligible candidates' biographies published in the newsletter.

4. Web Site

Materials to be posted on the web site were prepared and forwarded to our web master. A request to post two position announcements was received and forwarded to our web master for posting. During a meeting with the web master and the following were discussed:

- My email address is now posted as bennett.berhow@tecscu.org and all email to that address will be forwarded to me through my IPS. This means that my email address will not change if I change my IPS.
- Hotlinks. If the hotlinks posted on the web site are limited to AACTE, AASCU, NCATE, and TEAC, there is sufficient space in the left hand column of the TECSCU home page to post the hotlinks.
- Members Only Section. The members only section will use a password system linked to each institutional representative's email address on the excel database I provide for the "Member Info" section. A bulletin board will be available to members and the next election will be conducted using the members only section.

Additional information that will be added to the web site includes additional newsletters, additional minutes, the Charleston program and pre-registration form, and the text of the new brochure in the "About" section. The "Member Info" section will be undated using the final 2005 membership excel database. After the spring newsletter is published, the "Executive Committee" section will have the new membership. If the proposed amendments to the Constitution & By-Laws are approved, the amended Constitution & By-Laws will be posted.

A letter requesting removal of the TECSCU web site from the Millersville University server was sent. The site continues to be available and accessed, so the San Diego program and pre-registration form were posted on the site. The Charleston program and pre-registration form will be posted if the TECSCU site has not been removed from the Millersville after the San Diego meeting.

5. Meeting Arrangements

Meeting arrangements for San Diego were done electronically through AACTE. The process worked well although it was not as seamless as I expect it to be in the future. There were some delays, but no problems.

A contract was signed with the Double Tree Guest Suites, Charleston, South Carolina, for October 8-10, for the fall 2006 conference.

A contract was signed with the Hotel Santa Fe, Santa Fe, New Mexico, for July 18-20, for the summer 2006 executive committee meeting.

6. Membership

Membership renewal letters were mailed the first week of January and membership renewals are arriving every day. A letter was sent to 2004 members that did not renew in 2005 inviting them to renew their TECSCU membership. About 100 selected deans or directors of education in AASCU institutions were mailed invitations to register for the San Diego conference and join TECSCU at the one-year reduced membership fee. Four inquiries in response to the email were received. A conference registration from a dean in a non-member institution was received and the dean was invited to join at the one-year reduced membership fee

9.0 Financial Report

The 2005 financial report showed an estimated income of \$76,431.49 as compared with a budgeted income of \$75,700.00, expenses of \$70,193.27 as compared with budgeted expenses of \$85,850.00, \$45,877.12 in the money market account, \$12,088.15 in the checking account, \$89.32 in the Millersville University agency account, \$63,026 (estimate) in certificates of deposit, and a balance of \$121,080.59.

The 2006 financial report included a budgeted income of \$74,675.00 and budgeted expenses of \$86,300.00. As of January 24, 2006, the estimated income was \$12,650.00, expenses of \$6,521.39, \$45,650.00 in the money market account,

\$17,166.76 in the checking account, \$89.32 in the Millersville University agency account, \$63,026.00 (estimated) in certificates of deposit, and a balance of \$126,159.20.

Otto/Sewall moved approval of the budget reports. Motion approved.

10.0 Audit Committee's Report

The Audit Committee reported that financial documentation was satisfactory with the note that the TECSCU policy is to reimburse the Governmental Relations Committee representative for 80% of the expenses incurred when traveling to a Committee meeting.

Beck/Harris moved that TECSCU provide full reimbursement for all TECSCU official travel at the federal per diem and mileage rates. Motion approved.

11.0 Meetings

11.1 Summer 2006

The Executive Committee meeting will be held at the Hotel Santa Fe, Santa Fe, New Mexico, Tuesday, July 18 through Thursday, July 20.

11.2 Fall 2006

The fall conference will be held at the Double Tree Guest Suites, Charleston, South Carolina, Sunday, October 8 through Tuesday, October, 10.

11.3 Summer 2007

The location is to be determined.

11.4 Fall 2007

San Antonio, Phoenix, Las Vegas, Portland, and Seattle were considered as potential sites.

Hertzog/Fernlund moved that Seattle be the site of the fall 2007 conference. Motion approved.

11.5 Winter 2007

The winter 2007 executive committee meeting and conference in conjunction with AACTE will be held at the Hilton, New York, Friday February 23 and Saturday, February 24, respectively.

Otto/Hertzog moved that TECSCU have conferences in states where we have members to facilitate program planning and that all six regions are to be represented as sites.

Hertzog/Beck moved that San Antonio be the first choice and Little Rock, Arkansas, be the second choice for the fall 2008 conference meeting location. Motion approved.

12.0 Program Planning

President-Elect Sewall announced that the program theme for the fall 2006 conference is "Shooting Beyond the Horizon." Program ideas were discussed.

13.0 Brochure

The new TECSCU brochure was distributed.

14.0 Web Site

Ideas for a re-designed web site were discussed. A members only area is to be added and the site must facilitate use by the visually impaired.

15.0 Constitution and Bylaws Changes

Article V is to be amended to include: Should a tie vote for an Executive Committee position occur, the Council President and the two AACTE Representatives will break the tie vote.

The current Articles X, XI, and XII would be renumbered as Articles XI, XII, and XIII respectively and Article X is to become; It shall be the responsibility of the Executive Committee to establish a position description upon which the annual evaluation will be based, to establish a procedure for evaluating the performance of the Executive Secretary and Treasurer, and to conduct an annual evaluation of the executive Secretary and Treasurer.

16.0 Nomination Committee

Dean Barnett, as Past President, will chair the Nomination Committee. Members should forward names of potential committee members and potential candidates to Jeff.

17.0 Additional Items for the Good of the Order

None

18.0 ADJOURNMENT

Meeting was adjourned.