

**Executive Committee  
Fall Meeting  
October 2, 2011**

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**The Key Bridge Marriott  
Arlington, Virginia**

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**EXECUTIVE COMMITTEE MEETING MINUTES  
Executive Committee Summer Meeting  
The Palmer House  
Chicago, Illinois  
July 13-15, 2011**

**1.0 Welcome & Call to Order**

**President (2011-2012)** Brad Balch, Dean, Bayh College of Education, Indiana State University, called the meeting to order and welcomed the members present:

**President Elect (2011-2012)** Patricia Manzanares-Gonzales, Dean, School of Education, Western New Mexico University

**Past President (2011-2012)** Larry G. Daniel, Dean, College of Education & Human Services, University of North Florida

**Region I Representative (2011-2014)** Dennis Pataniczek, Dean, Seidel School of Education & Professional Studies, Salisbury University

**Region II Representative (2011-2014)** Vivian Fueyo, Dean, College of Education, University of South Florida St. Petersburg

**Region III Representative (2010-2013)** Darrell H. Garber, Dean, College of Education, Kutztown University

**Region V Representative (2010-2013)** Genevieve Brown, Dean, College of Education, Sam Houston State University

**Region VI Representative (2011-2012)** Lori Navarrete, School of Education, Nevada State College

**Executive Secretary & Treasurer (Ex-Officio)** Bennett Berhow

Members participating in the meeting through a conference call were:

**AACTE Board Representative (2010-2013)** Kenneth Witmer, Jr., Dean, College of Education, West Chester University

**AACTE Board Representative (2009-2012)** Mary Gendernalik-Cooper, Dean, School of Education, University of Mary Washington

## **2.0 Review of Agenda**

The agenda was discussed and approved.

## **3.0 Policy Advocacy Presentation – Dave Zook, B&D Consulting**

The questions addressed were: How are many voices brought together? How do you distinguish your message?

The Federal landscape includes the ESEA reauthorization, the FY12 budget, Department of Education rules, and the desire for data. The most effective advocacy voice is from constituents. TECSCU should think about creating alliances with groups that are different, such as superintendents groups or the Chamber of Commerce. Alliances with groups with a common constituency, such as AILACTE and CADREI, are not as effective. Evidence driven advocacy that is based in data is also needed.

Effective Federal advocacy requires realistic priorities; clear, consistent, and continuous messages (advocacy is communication); and flexibility on the pathway. Moving into a proactive mode requires issue identification and prioritization. An advocacy plan includes specific goals and tactics, a timeline, and identification of responsible parties. One year is standard for constructing a work plan and needs to follow the policy making schedule. A draft can be ready for the Arlington, Virginia meeting of TECSCU.

Preparation of a policy advocacy plan for \$15,000.00 was approved.

## **4.0 Minutes**

### **4.1 Approval of San Diego, CA, Executive Committee Meeting Minutes**

Pataniczek/Fueyo moved approval of the Executive Committee minutes for the meeting at the Manchester Grand Hyatt, San Diego, California, February 23, 2011, with “in executive session” added to the sentence in 10.5. The minutes as amended were approved.

### **4.2 Review of San Diego, CA, Business Meeting Minutes**

The minutes were reviewed.

## **5.0 Members’ Reports**

Executive Committee members reported on happenings in their state and region.

## **6.0 AACTE Board Representatives' Report**

- There is a potential dues increase for NCATE/TEAC. AACTE's position on the increase is "no."
- There is not much AACTE Board business at this time.
- There was much discussion of AACTE Board's performance, its strengths, challenges and opportunities.

## **7.0 AACTE Governmental Relations Committee Representative's Report**

- Title II information was shared.
- There is a need for clarification of AACTE's advocacy role for its members.
- There was an update on Pell grants.
- Appreciation of the AACTE staff was expressed.

## **8.0 Executive Secretary's Report**

Following is a brief report of the Executive Secretary's activities on behalf of TECSCU since the winter meeting in San Diego, California:

### **1. Arrangements for San Diego**

The invoices for the catering at the Manchester Grand Hyatt, San Diego, California and the invoices for the presentation equipment were paid and unpaid registrations were collected.

### **2. Newsletter**

The spring 2011 newsletter was assembled and distributed electronically to the TECSCU membership.

### **3. Federal Form 990 EZ**

Federal Form 990 EZ for the 2010 tax year was completed and mailed by the May 15, 2011 filing deadline. A copy of Federal Form 990 EZ, the final 2010 financial report used to complete the Federal Form 990 EZ, and the 2011 financial report through May 1, 2011 were mailed to the TECSCU Executive Committee.

### **4. Arrangements for Chicago**

All the final arrangements for sleeping rooms, meeting rooms and catering for the Chicago summer Executive Committee meeting were made.

### **5. Arrangements for Arlington, Virginia**

Sleeping rooms and meeting rooms needed in addition to the meeting rooms arranged by The Renaissance Group, including the Executive Committee meeting room, the business meeting room, and the Leadership Institute meeting room were contracted.

#### 6. Dues mailing to membership

Dues have been regularly received and processed. All 2010 members who have not yet paid 2011 dues were mailed a reminder requesting payment of the 2011 dues. This year 21 reminders were sent as compared to 49 last year. Typically about 30-35 reminders are sent.

### **9.0 Financial Report**

The financial report as of July 1, 2011 with an income of \$50,437.32, expenses of \$25,960.32, money market account of \$63,955.95, checking account of \$37,524.18, certificates of deposit of \$74,518.41, cash of \$30.58, and a balance of \$176,029.12 was presented. The budget of \$5,000.00 for marketing and \$10,000.00 for research was combined into policy advocacy for \$15,000.00 to pay for the approved B & D Consulting report. The treasurer's report as amended was approved.

### **10.0 Nominating Committee Report**

The Nominating Committee will be chaired by Past President Larry Daniel and will include an institutional representative from each region. The election will be for regional representatives for Region IV and Region VI. Potential Nominating Committee members and candidates were discussed. The slate of candidates will be presented to the Executive Committee and the membership for approval at the fall meeting in Arlington, Virginia.

The candidates for President Elect for 2012-2013 are Region III Representative (2010-2013) Darrell H. Garber, Dean, College of Education, Kutztown University, and AACTE Board Representative (2009-2012) Mary Gendernalik-Cooper, Dean, School of Education, University of Mary Washington. Darrell Garber was selected as President elect for 2012-2013.

### **11.0 Conference/Meeting Planning**

#### **11.1 Fall 2011                      October 1-4, Arlington, VA**

The joint TECSCU/The Renaissance Group conference will be October 2-4 at the Key Bridge Marriott in Arlington, Virginia. The Leadership Institute will be October 1 at the Key Bridge Marriott in Arlington, Virginia.

**11.2 Winter 2012 February 17-19, Chicago, IL**

The TECSCU winter conference will be February 17, 2012 at the Chicago Hyatt Regency.

**11.3 Summer 2012 To Be Announced**

The summer Executive Committee meeting will be in Santa Fe, New Mexico, July 11-13, 2012.

**11.4 Fall 2012 To Be Determined**

Philadelphia, Pennsylvania, was discussed as a potential conference site. The dates are to be determined and will be scheduled so as to not conflict with The Renaissance Group fall conference dates.

**11.5 Winter 2013 February 28- March 2, Orlando, FL**

**12.0 Planning and Report on Fall Conference**

The joint TECSCU/The Renaissance Group conference program, October 2-4, was discussed and planning including topics and participants.

**13.0 Planning and Report on Leadership Institute**

The Leadership Institute program, October 1, was discussed and planned and members were assigned topics to teach.

**14.0 TECSCU Strategic Planning**

A strategic planning document for the strategic planning conducted at the Wilmington summer meeting including advocacy, leadership, web site, and strengthen relationships with AASCU needs to be prepared. President Balch requested that he be sent electronic copies of summaries of any planning documents from the Wilmington meeting.

**15.0 Audit Committee Selection**

The Audit Committee for conducting a review of the financial documents of year 2011 at the Chicago meeting in February is Patricia Manzanares-Gonzales, Dennis Pataniczek, and Genevieve Brown.

## **16.0 Accountant Services Selection**

Past President Daniel contacted accountant firms in Jacksonville, Florida, regarding a review of the TECSCU financial records. Some firms do not review financial records of non-profits and some do not review records of small non-profits. The firm of Wilmoth and Associates would be willing to conduct an internal control review for \$3500.00 - \$5000.00. Daniel/Brown moved that Past President Daniel make arrangements with Wilmoth and Associates to conduct an internal control review for not more than \$5000.00. Motion approved.

## **17.0 Relationship with AASCU**

TECSCU had representation on the AASCU Committee that advises the AASCU Presidents that select the Crista McAullife Award recipient. AASCU views this relationship with TECSCU as a long term relationship and the award will be presented at the winter TECSCU meeting.

## **18.0 Discussion with Jim Johnson, Web Manager**

Jim Johnson discussed web design and recommended a web site with:

- Action and zip;
- Survey capability;
- A discussion board; and
- A web chat room.

After much discussion, it was determined that:

- The hosting company should be transferred after the new site is developed;
- After developing the new site, it should be tested by providing access to the Executive Committee members; and
- The web site should have registration capability that includes having registration information electronically forwarded and includes payment of registration fees.

## **19.0 Additional Items for the Good of the Order**

### **19.1 TECSCU Logo**

The need for an updated logo was discussed. Past President Daniel proposed to manage the logo redesign process and that a student at the University of North Florida will prepare a new logo design. The membership will have an opportunity to review and provide input on the selection of a logo. A redesign of the TECSCU logo was approved with a payment of \$250.00 to the student redesigning the logo.

## **19.2 Executive Secretary & Treasurer and Assistant Announcement**

Bennett Berhow, TECSCU Executive Secretary & Treasurer and Mary Berhow, TECSCU Assistant, submitted a letter to the Executive Committee announcing that they would cease providing consultant services to the Executive Committee after July 31, 2012. Pataniczek/Brown moved to accept the letter. Motion approved.

## **20.0 Adjournment**

The meeting was adjourned.