**TACTE- Fall 2021 “Virtual” Conference**

Minutes

Business Meeting

Tuesday, October 28, 2021

1. **Call to Order-**

Dr. Tricia Hunsader, President, called the virtual business meeting to order and thanked our sponsors for the conference. Dr. Hunsader announced the retirement of Mrs. Donna Neblett, UT Martin EPP Director, TACTE Executive Committee Secretary. Mrs. Staci Fuqua has been appointed by the TACTE Executive Committee to assume Ms. Neblett’s role until elections are held in Spring ’22.

1. **Approval of Spring 2021 Minutes-**

TACTE members were emailed minutes from the virtual Spring 2021 conference business meeting. President Hunsader called for a vote and the attendees approved the minutes from the previous meeting.

1. **Treasurer’s Report-** Dr. Renee Murley, Treasurer, presented the treasury report and a copy of the report was provided with the meeting agenda. A motion was made by Boyd and a second by Baker to approve the report with amendment to the page 1 typo. Motion carried and the report was approved.

**2/16/21**

**Beginning Balance $72,184.85**

 Expenses:

 Event Brite fee adjustment-Sp conf. $ 21.00

 Communication Secretary 600.00

 Drop Box 119.88

 Executive Secretary 2020-21 1,400.00

 Logo Development 325.00

 Glue Up 2,500.00

 **TOTAL EXPENSES** **$4,965.97**

 **Advocacy Grant:**

 Beginning Balance $ 3,736.68

 Expenses:

 TTU (SBE) 232.91

 **TOTAL Debits + Grant $5,198.88**

 **Deposits:**

 Spring 2021 Conference fee/Sponsorships $4,950.00

 **TOTAL Deposits $4,950.00**

 **9/21/21**

 **Ending Balance $71,935.97\***

*\*Ending balance does not reflect membership dues*

1. **Spring 2022 Conference Planning**

Conference will be in-person-Marriott Cool Springs, Franklin, TN

Dates: February 7-8, 2022

Room rate: $159 (reservation deadline, January 17, 2022)

Registration fee- $100 early bird, $125 late

Similar to virtual conferences-plenary sessions split between two days

Draft schedule- Day 1, a;000-4:30; Day 2, 9:00-12:00

*NOTE: Executive Board will meet after job-alike sessions.*

1. **Spring 2022 Elections:** Past President fills the slate of nominees. Please email nominee’s to Dr. Hogan, Dr. Hunsader, or Dr. Cihak for the spring ballot.
* President-Elect:
	+ 6-year Commitment
		- 2 years President-Elect
		- 2 years President
		- 2 years Past-President
* Secretary:
	+ 2-year Term
* West Tennessee Representative
	+ 3-year Term
* Affiliate Representative (cc and Non-IHE EPP’s)
	+ 3-year Term

*Per constitution, member dues and voting members are determined by completers. EPP’s should decide prior to business meeting who is eligible to vote.*

1. **Glue-Up- Presented by Chris Brown, UTC**

TACTE will begin utilizing Glue-Up as a platform for communication. This platform will provide a “one-stop shop” for communication among TACTE EPP members instead of using Eventbrite fees, separate registration site, email list serve, etc. This service costs about $400 more per year than all of the other separate services. The goal is to have this service ready for the Spring 2022 conference.

1. **Utilizing our Budget-**

The TACTE Executive Committee is seeking feedback from members on ways to use our budget. Possibilities for consideration are:

* Mini Grants
	+ Advocacy
		- Ex. Travel expenses to take students to visit government personnel
		- Develop edTPA modules or Literacy tools by creating specific deliverables and share with others. Must present at TACTE.
	+ Projects to Benefit TACTE EPP’s
* Other Advocacy Efforts
* February Conference
	+ Possible National Speaker
	+ TACTE Branded items

Discussion ensued with suggested ideas for the use of funds. The following was discussed.

1. Consider hiring a lobbyist. It was determined we would have to raise dues in order to sustain this type of position. It was suggested that we consider providing a stipend to a member to serve in this role. The role will need to be developed and vetted with membership.
2. Suggested to do an employer satisfaction and completer survey for use by all EPP’s. Need to consider ILL component for surveys. Currently, these surveys have been delayed with the state due to capacity issues in the department.

Ideally, the EPP’s could work with the state to develop and use among all EPP’s.

1. **Tennessee Education Commission-Dr. Penny Schwinn**

Dr. Schwinn has a conflict and could not attend. The Executive Board will draft questions to Commissioner for a response. A pre-recorded video link was made available on the “Questions for Commissioner Schwinn” document provided to the TACTE group.

1. **President-Elect’s Comments- Dr. David Cihak**

Dr. Cihak thanked the group for the robust conversation and for attending and participating in the conference. He also thanked the State Dept. and State Board attendee’s as well as all presenters.

1. **Adjournment- President Dr. Tricia Hunsader**

A motion to adjourn was made and seconded. Meeting adjourned.