

# **Business and Information Technology Education Division**

## **2014 Executive Fall Meeting**

Oklahoma Department of Career and Technology Education  
Stillwater, Oklahoma

### **Business Meeting Minutes**

**October 30, 2014**

#### **Call to Order**

President Afton Brower called the meeting to order at 9:33 am.

#### **Members Present**

Adam Rogers, Afton Brower, Angela Brownfield, Athena Frank, Betty Lowrance, Brenda McClain, Christi Hyatt, Daniel Devers, Cindy Adams, Cindy Mitchell, Don Helm, Emily Goff, Hital Damani, Janet Harris, Jayne Hudson, Karen Montgomery, Kathy Lowry, Lavon Holtzeger, Liz Dinkins, Melissa Lair, Pam Graham, Pam Husley, Penny Lovell, Roberta Sams, Sharon Hudson, Sheila McMurry, Sherri Gleaves, Sonora White, Susanne Silk, Teresa Pinkston.

#### **Approval of Minutes**

Daniel Devers reported the previous meeting minutes had been posted to the biteok.org website for the review by the members prior to meeting. Cindy Mitchell moved for the minutes to be approved, seconded by Brenda McClain. Motion Carried.

#### **Treasurer's Report**

Pam Hulseley presented the BITE Treasurer's Report. Athena Frank moved for the treasurer's report to be approved, seconded by Teresa Pinkston. Motion Carried.

#### **Reporter Update**

No report presented.

#### **Regional Vice-President Updates**

North Central – Angela Brownfield reported the region was working on online training. It was in the process and is still working.

Northeast – Brenda McClain reported the region was working hard to make sure lines of communications were open and no one was left in the dark about the happenings of the region. Just finished a SWAT meet with good success. They have setup a tour of the Baker Hughes Centrilift in Claremore, OK. Brenda McClain also ordered Google Glass and will have a meeting to introduce and train on Google Glass sometime soon.

Northwest – Emily Goff reported the region was working on making 100% of members join and participate in OkACTE and ACTE.

South Central – Liz Dinkins reported the region was working on BPA student membership. The goal was to make 100% membership joining and involvement.

Southeast – Cindy Mitchell reported the region had Moodle training with Tonja Bell on October 30, 2014.

Southwest – Hital Damani reported the region was working on increasing the interest in BITE membership.

We broke at 9:45 am for committee work.

### **Committee Reports**

Awards- Janet Harris reported for the Awards Committee. The process for the awards will be earlier this year because the dates have changed. The deadline period is January 6<sup>th</sup> to March 1<sup>st</sup>. The nominating committee will have a deadline to submit by December 12<sup>th</sup>; both teachers and administrators can nominate individuals.

Audit- Angela Brownfield reported for the Audit Committee. Pam Hulsey does a great job as the treasurer. The books were reviewed and everything was in order.

CTAC- Teresa Pinkston gave the report for CTAC in the absence of Mary Barton. Teresa reported Mary Barton attended the CTAC's 4<sup>th</sup> Quarter Meeting on August 8<sup>th</sup>, 2014 in Tulsa. The new business that was addressed was the reappointment of Dr. Tom Friedmann for a CTAC officer in 2014-2015 and the reappointment of Marty Lewis for CTAC chair and Susan Gladhill for CTAC Vice-Chair. They gathered letters of intent and resumes for Pat McGregor's position. Dr. Robert Sommers discussed his leaving as Executive Director of Oklahoma Department of Career and Technology Education.

The 1<sup>st</sup> Quarter meeting of this year was held on October 23<sup>rd</sup> at the AFL-CIO Building. New Business presented was ACTE Vision 2014 will be held November 19-22, 2014 in Nashville, TN. ACTE Region IV will be held in Little Rock, AR April 16-18<sup>th</sup>, 2015, National Policy will be held March 2<sup>nd</sup>-4<sup>th</sup>, 2014 in Washington D.C., Legislative Seminar will be held March 24<sup>th</sup>, 2015. The next CTAC meeting will be held December 18<sup>th</sup>, this is when they will hire Pat McGregor's replacement. Pat McGregor's last day will be December 30<sup>th</sup>, 2014.

Diversity Action- Brenda McClain is new to Diversity Action. No report was given.

Legislative / PAC - Christie Hyatt – gave both the report for Legislative and PAC committee. Christie Hyatt gave the report for PAC in the absence of Dayna Stephens. PAC membership is down. Only 60 members this year. Please encourage people to join PAC. The PAC auction raised over \$1,800 at summer conference. PAC did decide to give support to both candidates in the governor's race in the amount of \$2,500.00 and superintendent's race in the amount of \$1,500.00.

Membership-Teresa Pinkston gave a report from the membership committee. The Membership committee is working to reinstate the payroll deduction option on the organizational dues and to make sure that everyone knows what benefits are available through joining. They are going to make the information available on where dues go and how it affects the system as a whole to the members. Encourage others and notify them about leadership opportunities, legal representation, and inform them about committees and actions happening. Membership committee would also like the region VPs to select a High School teacher from their respective region and bring them to the spring meeting to help involvement and understanding of the BITE organization.

Mutual Benefit Plan-Janet Harris – gave the report on Mutual Benefit Plan is not a benefit plan and will change the name to Benevolence. The dues will increase from \$10.00 to \$20.00 January

1<sup>st</sup>. There was discussion to open membership to the teachers who missed the 3 year window. At this time the committee felt there was not enough information at this time to make good decision. This topic will be brought back up to the committee at the next meeting in August.

Nominating-Cindy Adams reported working on getting information together and meet again to discuss the process and nominees.

Policy-Athena Frank reported to the members from the Policy committee. Don Helm posted the new by-laws on the [www.biteok.org](http://www.biteok.org) website. The changes made were to move some special committees to standing committees. These changes were approved. Suggestions from the Policy Committee were to make changes to by-laws regarding the Awards Committee. The Policy Committee recommends the President-Elect appointment be changed from 'being required to serve' on the Awards Committee to 'being a 3-member committee.' Reason being the President-Elect is the automatic chair of the Nominating Committee. Policy Committee would recommend President-Elect remain as chair of the Nominating Committee. As well on page 8 of the by-laws, the awards will need to be updated to match the new awards and guideline set by the state ACTE.

Scholarship-Sonora White reported that scholarship committee wants to enforce the guidelines to be followed by the scholarship applicants. The rubrics are given and must be followed by the applicants to be awarded the scholarship. The rubrics are available with the scholarship applications. Also the committee will be looking at reducing the emphasis of Business Professionals of America (BPA) involvement in the BITE scholarship because the BPA scholarship and BITE scholarship so closely align. No action was taken on the matter, but was a suggestion.

### **New Business**

Afton stated the date of the spring meeting needed to be changed due to a conflict with Pixel Fest. The Spring Meeting date has been changed to March 31<sup>st</sup>, 2015 at the Oklahoma Department of Career and Technology Education State Office.

Afton stated the President-Elect may not be able to attend the National Policy Seminar in March 2015. She wanted the Vice-Presidents to be thinking of who would like to go in the President-Elect's place if it does arise that she is not able to attend. Athena Frank mentioned the by-laws state that any officer, including the secretary and reporter are able to attend National Policy Seminar. Afton will follow-up this issue at a later date with an email when the time is closer.

Carrie DeMuth addressed the group briefly wanting to make sure all individuals knew Tonja Bell was scheduling Moodle training classes for teachers. If interested, please email Tonja Bell about setting something up.

### **Adjournment**

Afton Brower asked for a motion to adjourn. Athena Frank moved for the adjournment, seconded by Penny Lovell. Motion Carried.