**TEACHER EDUCATION DIVISION of CEC**

**Board Report: February 2018**

**FOCUS: Advocacy and Organizational Structure**

**SPRING REPORT of: Membership Committee**

**\*This board report must be submitted with Meeting Agenda and Meeting Minutes.**

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| Name: Andrew Hashey | Date Submitted: February 11, 2018 |
| Position: Member-at-Large: Membership |
| Term: 2018-2020 |
| Committee Members: Willa Van Dyk, Andrea Jasper, Mildred Boveda |
| Committee Members in Attendance: Andrea Jasper, Mildred Boveda |
| Current Office/Committee/Caucus/SIG Measurable Goals:(List goals here.)1. Engage in non-member or lapsed member outreach on behalf of TED and State Subdivisions.
2. Query and analyze database to (1) better understand who are members are, and (2) develop targeted campaigns to recruit new members.
3. Work with TED caucuses, SIGs, and committees to identify rosters for participants to establish an understanding who are our active TED members in these groups.

**State Subdivisions**1. Establish group email including all state subdivision president/leadership to support communication and collaboration.
2. Query database for each of the 11 state subs and send reports to State Sub leadership. Queries to include:
	1. Who are current CEC members but not TED State Sub members?
	2. Who are non-CEC members who reside in state, but are associated with either “higher education”, “teacher supervision” or similar areas of interest?
	3. Who are CEC members and non-members from adjoining states who can be targeted for participation in state/regional events or conferences?
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| **Accomplishments:** (Provide a list of activities and accomplishments here.)State Subdivisions1. Updated state subdivisions leadership information.3. Disseminated monthly membership rosters to state subdivisions.4. Presented newly-developed functionality and capabilities from CEC database to the members of State Subdivisions who attended the State Subdivisions meeting at CEC conference. |
| **Action Items:**(Provide a list of action items here. Include timeline/deadlines of initiatives and who is responsible.)1. Query database regarding current TED membership trends on behalf of general TED membership and State Subdivisions, and expand the data we collect on members’ participation in various groups and initiative.2. Develop targeted outreach campaigns for CEC members and non-members in (a) Las Vegas, (b) Indianapolis, and (c) Portland to boost local communities’ awareness of TED/CEC events.3. Collaborate with Presidential Line to develop outline for Leadership & Member Engagement section of new website* Consider members-only content (and potential impact of this walled-off portion on membership?
* Develop a “*Tell us what you love about TED*” button or live form to solicit feedback from our members.

4. Create annual timeline/calendar of proactive action steps to be taken by Membership Chair.5. Plan a “What can TED do for you?” session/roundtable/poster at TED meeting to be responsive to member needs.6. Email State Subdivisions, Committees, Caucuses, and SIGs to create line of communication, and introduce to key resources and capabilities from TED and CEC related to membership recruitment and communication. |
| **Outcomes:**(List outcomes here.) |
| **Challenges / Needs:** |
| **Action Items or New Initiative to be brought to the Board:** * Recommendation that the chair of Diversity Caucus, Early Career SIG (And other relevant SIGs/Caucuses) be named as standing members of the membership committee.
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| As appropriate, please match the above committee or position accomplishments to the Strategic Themes and Strategic Initiatives of the TED 2015-2019 Strategic Plan listed in the left column below. This allows us to see how our committees/caucuses/SIGs are furthering TED's Strategic Plan. |
| **Strategic Plan Scorecard** |
| **Strategic Themes of TED Strategic Plan** | **Accomplishments Related to** **Strategic Plan Themes and Initiatives (include objective/quantitative data)** |
| **Professional Development:** We foster teaching, research, evaluation and leadership skills of teacher educators through professional development.  |  |
| **Advocacy:** We advocate for special education teacher-education policy, research, and practice that focuses on improving outcomes for individuals with exceptionalities. |  |
| **Research:** We promote and disseminate research-based practices related to special education teacher education.  |  |
| **Collaboration:** We advance collaborative practices that positively impact the outcomes for individuals with exceptionalities through teacher education.  | Developed plans to collaborate with three groups (i.e., Early Career, Diversity Caucus, and Kscope) to begin targeted outreach to lapsed members who appear on their rosters. |
| **Strategic Initiatives of TED Strategic Plan** |  |
| **Membership:** We recruit, engage, and retain membership in TED.  | State Subdivisions12 state subdivisions in good standingCurrent membership numbers, based most recent membership number is 1963.  |
| **Diversity:** We work toward increasing diversity representation in membership and leadership. | Worked with the Diversity Caucus to develop a “spotlight” session which could promote engagement of new, potential TED members via service learning and scholarly outreach initiatives. |
| **Responsive Organizational Structure:** We maintain a responsive organizational structure while striving to create unity within the organization. | TED Session will promote responsive structure by soliciting feedback from members who may want to contribute ideas or identify their needs, but are not active in board, committees, caucuses, or SIGs. |
| **Financial Stability:** We maintain financial stability within the TED organization.  |  |