**TEACHER EDUCATION DIVISION of CEC**

**Board Report: November 2017**

**FOCUS: Advocacy and Organizational Structure**

**FALL REPORT of: Small Special Education Programs Caucus\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

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

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| Name: Amy C. Stevens | | Date Submitted: 11/10/17 |
| Position: Chair | | |
| Term: 2017 | | |
| Committee/Caucus/SIG Members: (1) Patrice Hallock, Past Chair; (2) Jerry Liss, Associate Chair; (3) Leigh-Ann Brown, Secretary; (4) June Robinson, Treasurer; (5) Jeremy Mills, Membership Chair; (5) Shantel Farnan, Member Communications; (6) Liz Hartmann & Ruby Owiny, TED Symposium Co-Chairs; (7) Jennifer Jones, Student Representative. **52 paid members**. | | |
| Committee/Caucus/SIG Members in Attendance: See attendance list | | |
| Current Office/Committee/Caucus/SIG Measurable Goals:  (List goals here.)   1. By 2018, SSEPC members will be “engaged” at least 6 times throughout the year. 2. The TED website will include SSEPC meeting agendas and minutes updated biannually. 3. In November 2017, the SSEPC will host a Nasim Dil award reception within budget. 4. In November 2017, the SSEPC symposium will engage at least 8 SSEPC members. 5. In November 2017, the SSEPC will add “SSEPC Shares” as a member idea sharing session at TED conference. 6. By 2018, the SSEPC officers will draft office roles, responsibilities, and timelines for new officers to reference. | | |
| Accomplishments:  (Provide a list of activities and accomplishments here.)  1. By 2018, SSEPC members will be “engaged” at least 6 times throughout the year. **SSEPC members had opportunity to participate at CEC, TED (Symposium and SSEPC Shares!), active FaceBook group with questions posed to membership, newly established Twitter, 2 newsletters to SSEPC members, and 2 TEDLines articles.**  2. The TED website will include SSEPC meeting agendas and minutes updated biannually. **In progress.**  3. In November 2017, the SSEPC will host a Nasim Dil award reception within budget. **With the addition of a generous $500 donation from Mount St. Mary’s, SSEPC held the Nasim Dil reception at TED 2017 for a total cost of $1000. The budget was $1560 + $500 = $2060. The balance after plaque is deducted will roll to the 2018 reception.**  4. In November 2017, the SSEPC symposium will engage at least 8 SSEPC members. **There were 4 Symposium presentations for a total of 6 presenters, 2 co-chairs, and 40 in the audience.**  5. In November 2017, the SSEPC will add “SSEPC Shares” as a member idea sharing session at TED conference. **This session as accepted and occurred at TED 2017. There were 12 participants.**  6. By 2018, the SSEPC officers will draft office roles, responsibilities, and timelines for new officers to reference. **In progress.** | | |
| Action Items:  (Provide a list of action items here. Include timeline/deadlines of initiatives and who is responsible.)  1. Organize and hold the SSEPC Symposium at TED 2018  2. Organize and hold the 2nd “SSEPC Shares” at TED 2018  3. Support and encourage SSEPC member activity with the Nasim Dil Award and Reception at TED  4. Advertising flags (side hanging) will be purchased and distributed to SSEPC members to increase visibility of SSEPC at TED and CEC conferences.  5. SSEPC will partner with the Early Career SIG to increase awareness of SSEPC and its mission.  6. The SSEPC officers will draft office roles, responsibilities, and timelines for new officers to reference. | | |
| Outcomes:  (List outcomes here.)  1.  2.  3. | | |
| **Challenges / Needs:**  1. Increasing awareness of SSEPC is a continued challenge.  2. Funding of the Nasim Dil award and reception is a concern and need. Nasim Dil made a donation to cover $500 honorariums to last through TED 2017. After the 2017 award, SSEPC must raise funds for both the reception (always a struggle) and now the honorarium. | | |
| **Action Items or New Initiative to be brought to the Board:**  1.  2. | | |
| 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. | The SSEPC has an active Facebook Page and Twitter account.  SSEPC Symposium engaged 6 SSEPC members as presenters.  Organize and held “SSEPC Shares” at TED 2017 | |
| **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. | SSEPC Symposium engaged 8 SSEPC members as presenters.  “SSEPC Shares” at TED 2017 provided venue for collaboration about research and vital issues. | |
| **Collaboration:** We advance collaborative practices that positively impact the outcomes for individuals with exceptionalities through teacher education. | The SSEPC has an active Facebook Page and Twitter account  SSEPC Symposium engaged 8 SSEPC members in addition to audience.  “SSEPC Shares” at TED 2017 engaged 12 participants.  SSEPC will partner with the Early Career SIG to increase awareness of SSEPC and its mission. | |
| **Strategic Initiatives of TED Strategic Plan** |  | |
| **Membership:** We recruit, engage, and retain membership in TED. | The SSEPC has an active Facebook Page and Twitter account.  SSEPC Symposium engaged 8 SSEPC members as presenters.  Organize and hold “SSEPC Shares” at TED 2017  Advertising flags (side hanging) will be purchased and distributed to SSEPC members to increase visibility of SSEPC at TED and CEC conferences.  SSEPC will partner with the Early Career SIG to increase awareness of SSEPC and its mission.  “Senior” have volunteered to resign positions held for multiple years so that new members may take a leadership role.  Membership chair is emailing each person of interest and new member. | |
| **Diversity:** We work toward increasing diversity representation in membership and leadership. | SSEPC will partner with the Early Career SIG to increase awareness of SSEPC and its mission. | |
| **Responsive Organizational Structure:** We maintain a responsive organizational structure while striving to create unity within the organization. | The SSEPC has a revised and adopted (November 2016) Constitution that meets TED and SSEPC goals and intent for its members.  The TED website now includes SSEPC meeting agendas and minutes.  The SSEPC has an active Facebook Page and Twitter account.  SSEPC Symposium engaged 8 SSEPC members as presenters.  Organize and hold “SSEPC Shares” at TED 2017  SSEPC will partner with the Early Career SIG to increase awareness of SSEPC and its mission. | |
| **Financial Stability:** We maintain financial stability within the TED organization. | The SSEPC has a revised and adopted (November 2016) Constitution that meets TED and SSEPC goals and intent for its members.  The SSEPC increased dues to $20/year.  The SSEPC holds an annual silent auction to fund the Nasim Dil Reception.  The 2017 reception was held under budget (thanks to a donation from Mount St. Mary’s) | |