**TEACHER EDUCATION DIVISION of CEC**

**Board Report: February 2018**

**FOCUS: Advocacy and Organizational Structure**

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

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

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| Name: Jerry Liss | | Date Submitted: 2-17-2018 |
| Position: Chair | | |
| Term: 2018 | | |
| Committee/Caucus/SIG Members: (1) Amy Stevens, Past Chair; (2) Jerry Liss, Chair; (3) Ruby Owiny, Associate Chair; (4) Leigh-Ann Brown, Secretary; (5) June Robinson, Treasurer; (6) Jeremy Mills, Membership Chair; (7) Shantel Farnan, Member Communications; (8) Liz Hartmann & Ruby Owiny, TED Symposium Co-Chairs; (9) Kelly Acosta, Student Representative. **52 paid members**. | | |
| Committee/Caucus/SIG Members in Attendance: See attendance list | | |
| Current Office/Committee/Caucus/SIG Measurable Goals: (2018 goals)  (List goals here.)   1. By 2019, increase formal and informal communication with membership beyond 10 communications from across all sources. 2. Explore funding sources for the Nasim Dil Honorarium. 3. Move registration to a Google doc linked to the Paypal and excel sheet. 4. Add a donation to honorarium fund button to Paypal. 5. Change voting procedures: 1. Nominations at TED. If only one candidate for a position, then accept by acclamation. If more than one candidate, then vote by electronic ballot by November 30th. 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.) | | |
| 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 Silent Auction, and the Nasim Dil Award and Reception at TED 2018  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. Organize Google Form and PayPal to make them fully functional for membership  7. The SSEPC officers will draft office roles, responsibilities, and timelines for new officers to reference. | | |
| Outcomes:  (List outcomes here.)  1. At CEC 2018, the Past Presidents discussed contacting Nasim Dil to see if she was still interested in funding the “Nasim Dil Honorarium”  2. At CEC 2018, at the Past Presidents meeting and at the Executive Board meeting, discussed the option of giving Nasim Dil award recipients a plaque only, and discontinuing the honorarium  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 the honorarium. | | |
| **Action Items or New Initiative to be brought to the Board:**  1. Identify/develop a funding source for the Nasim Dil Honorarium (original donation is now depleted).  2. For another option, the Executive Board discussed whether to discontinue the $500 Honorarium and give a plaque only.  3. One of the Past Presidents will contact Nasim Dil to see if she wants to continue funding the $500 Honorarium  4. If she does not, then the Executive Board will discuss ceasing the Honorarium and providing a plaque only | | |
| 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 8 SSEPC members as presenters.  Organize and held “SSEPC Shares” at TED 2017. The Symposium is scheduled to be held again at TED 2018. | |
| **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.  Organize and hold “SSEPC Shares” at TED 2017. The SSEPC Symposium and SSEPC Shares are scheduled to be held again at TED 2018. | |
| **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. The Symposium and SSEPC Shares will be held again at TED 2018.  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. | SSEPC held a General Business Meeting at CEC 2018, and it will hold another at TED 2018.  The SSEPC has an active Facebook Page and Twitter account.  SSEPC Symposium engaged 8 SSEPC members as presenters at TED 2017. The Symposium will be held again at TED 2018.  Organize and held “SSEPC Shares” at TED 2017. The SSEPC Shares will be held again at TED 2018.  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.  SSEPC will identify universities presenting at CEC to locate those having small special education programs. They will then be contacted to recruit.  Welcome letters will be sent to members when they pay dues to retain members. | |
| **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 (when re-opened) will have 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. This will be held again at TED 2018.  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 has decided to maintain dues at $20/year.  The SSEPC holds an annual silent auction at TED to fund the Nasim Dil Reception.  The SSEPC Executive Board approved the option of holding the Nasim Dil Reception at a site other than the Conference Hotel to reduce costs of the Reception.  The SSEPC Executive Board has asked one of the Past Presidents to check with Nasim Dil to see if she wants to continue funding the Honorarium. If not, then the Executive Board has begun discussion of ceasing the Honorarium and awarding a plaque only. | |