

Executive Committee Handbook

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SECTION 1: Roster

ELATE Executive Committee 2019-2020

<p>Christian Z. Goering (2016-2020) Vice Chair (2017-2018) Chair (2018-2020) Past Chair (2020-2021)</p> <p><i>Preferred Address:</i> 305 Peabody Hall, Department of Curriculum & Instruction University of Arkansas Fayetteville, AR, 72701 Office: (479) 263-7335 cgoering@uark.edu</p> <p>11495 Frisco Drive Farmington, AR 72730 Home: (479) 263-7335</p>	<p>TBD () Vice Chair (2019-2020) Chair (2020-2022) Past Chair (2022-2023)</p> <p><i>Preferred Address:</i></p>
<p>Amanda Haertling Thein Executive Committee Member (2016-2020) Recording Secretary (2018-2020)</p> <p><i>Preferred Address:</i> N276 Lindquist Center Department of Teaching & Learning University of Iowa Iowa City, IA 52242 Office: (319) 384-2926 amanda-haertling-thein@uiowa.edu</p> <p>4233 Morel Circle NE Iowa City, IA 52240 Cell: (612) 382-2836</p>	<p>Tamara T. Butler (2019-2023)</p> <p><i>Preferred Address:</i> Michigan State University Department of English 619 Red Cedar Road, C606 Wells Hall East Lansing, MI 48824 Phone: (517) 884-4457 tbutler@msu.edu</p>
<p>Todd DeStigter (2017-2021)</p> <p><i>Preferred Address:</i> 6907 W. Birchwood Ave. Niles, IL 60714 Cell: (773) 391-4981 tdestig@uic.edu</p> <p>University of Illinois at Chicago English Depart (mail code 162) University Hall, 20th floor 601 S. Morgan St. Chicago, IL 60607</p>	<p>Antero Garcia (2018-2022)</p> <p><i>Preferred Address:</i> 2572 Hampton Ave. Redwood City, CA 94061 Home: 9310) 739-1885 antero.garcia@stanford.edu</p> <p>520 Galvez Mall Stanford, CA 94305 Office: 9310) 739-1885</p>

NOTE: Most section/conference business is transacted through electronic communication, which requires individual committee member contact information to be shared within the committee. Preferred Address is listed immediately under name. Dates in parenthesis after member name indicate elected term. Dates behind role indicate dates of service in that position. Terms for members in chair office may be extended beyond their elected term.

<p>Latrise P. Johnson (2018-2022)</p> <p><i>Preferred Address:</i> 1325 Bariwood Drive Tuscaloosa, AL 35406 Cell: (404) 914-8848 lpjohnson5@ua.edu</p> <p>University of Alabama, Curriculum and Instruction Graves Hall 103 Tuscaloosa, AL 35487 Office: (205) 348-5684</p>	<p>Luke Rodesiler (2019-2023)</p> <p><i>Preferred Address:</i> 2101 E. Coliseum Blvd. Purdue University Fort Wayne, IN 46805 Phone: (517) 803-9413 rodesilerl@gmail.com</p>
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<p>Yolanda Sealey-Ruiz (2017-2021)</p> <p><i>Preferred Address:</i> Teachers College, Columbia University 525 West 120th Street, Box # 79 New York, New York 10027 Office: (212) 678-3003 sealeyruiz@tc.edu</p> <p>501 W. 120th St., Apt. 4E New York, NY 10027-6627 Home: (212) 673-5401</p>	<p>Nicole Sieben (2018-2022)</p> <p><i>Preferred Address:</i> 95 Maple Ave. Bethpage, NY 11714 Home: (516) 581-1864 dr.nicolesieben@gmail.com</p> <p>P.O. Box 210 Old Westbury, NY 11568 Office: (516) 628-5645</p>

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<p>EX-OFFICIO:</p>	
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<p>Emily Kirkpatrick Secretary-Treasurer NCTE Executive Director</p> <p>NCTE — 1111 W. Kenyon Road Urbana, IL 61801-1096 Office: (217) 278-3601 Cell: (502) 649-7372 ekirkpatrick@ncte.org</p>	<p>Nicole Mirra (2017-June 30, 2021) <i>CITE Journal</i> Editor</p> <p><i>Preferred Address:</i> 630 78th Street, Apt. 2 Brooklyn, NY 11209 Cell: (646) 872-4930 nicole.mirra@gmail.com</p>
<p>NCTE STAFF:</p>	
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ELATE Executive Committee 2018-2019

<p>Christian Z. Goering (2016-2020) Vice Chair (2017-2018) Chair (2018-2020) Past Chair (2020-2021)</p> <p><i>Preferred Address:</i> 305 Peabody Hall, Department of Curriculum & Instruction University of Arkansas Fayetteville, AR, 72701 Office: (479) 263-7335 cgoering@uark.edu</p> <p>11495 Frisco Drive Farmington, AR 72730 Home: (479) 263-7335</p>	<p>Mollie V. Blackburn (2013-2017) Vice Chair (2015-2016) Chair (2016-2018) Past Chair (2018-2019)</p> <p><i>Preferred Address:</i> 200 Ramseyer Hall 29 W Woodruff Avenue Columbus, OH 43210 Office: (614) 247-7310 blackburn.99@osu.edu</p> <p>50 Brighton Road Columbus, OH 43202 Home: (614) 404-6415</p>
<p>Amanda Haertling Thein Executive Committee Member (2016-2020) Recording Secretary (2018-2020)</p> <p><i>Preferred Address:</i> N276 Lindquist Center Department of Teaching & Learning University of Iowa Iowa City, IA 52242 Office: (319) 384-2926 amanda-haertling-thein@uiowa.edu</p> <p>4233 Morel Circle NE Iowa City, IA 52240 Cell: (612) 382-2836</p>	<p>Todd DeStigter (2017-2021)</p> <p><i>Preferred Address:</i> 6907 W. Birchwood Ave. Niles, IL 60714 Cell: (773) 391-4981 tdestig@uic.edu</p> <p>University of Illinois at Chicago English Depart (mail code 162) University Hall, 20th floor 601 S. Morgan St. Chicago, IL 60607</p>
<p>Antero Garcia (2018-2022)</p> <p><i>Preferred Address:</i> 2572 Hampton Ave. Redwood City, CA 94061 Home: 9310) 739-1885 antero.garcia@stanford.edu</p> <p>520 Galvez Mall Stanford, CA 94305 Office: 9310) 739-1885</p>	<p>Troy Hicks (2015-2019)</p> <p><i>Preferred Address:</i> 1006 Bills Ln St Johns, MI 48879-1184 Phone: (517) 930-3600 hickstro@gmail.com</p> <p>Office EHS 412F Central Michigan University Mount Pleasant, MI 48859 Office: (989) 774-3121 troy.hicks@cmich.edu</p>

<p>Latrise P. Johnson (2018-2022)</p> <p><i>Preferred Address:</i> 1325 Bariwood Drive Tuscaloosa, AL 35406 Cell: (404) 914-8848 lpjohnson5@ua.edu</p> <p>University of Alabama, Curriculum and Instruction Graves Hall 103 Tuscaloosa, AL 35487 Office: (205) 348-5684</p>	<p>Robert Petrone (2015-2019)</p> <p><i>Preferred Address:</i> 303 Townsend Hall Columbia, MO 65211 Office: (406) 994-5186 Cell: (406) 551-3413 robert.petrone@gmail.com</p>
<p>Leslie S. Rush (2016-2020)</p> <p><i>Preferred Address:</i> 909 Ord St. Laramie WY 82070 Home: (307) 760-8623 lrush@uwyo.edu</p> <p>Dept. 3374 1000 E. University Ave. Laramie WY 82071 Office: 307.766.3463</p>	<p>Sophia Sarigianides (2017-2021)</p> <p><i>Preferred Address:</i> 10 Hampton Terrace Northampton, MA 01060 Home: (413) 727-8076 ssarigianides@westfield.ma.edu</p> <p>577 Western Ave. Westfield State University Bates 203 D Westfield, MA 01085-2580 Office: (413) 572-8346</p>
<p>David Schaafsma (2015-2019)</p> <p><i>Preferred Address:</i> 1140 Lyman Avenue Oak Park, IL 60304-2228 Cell: Home: (630) 880-2446 schaaf1@uic.edu</p> <p>601 S. Morgan Street University of Illinois-Chicago English Dept. Chicago, IL 60607-7100 Office: (312) 413-2220</p>	<p>Yolanda Sealey-Ruiz (2017-2021)</p> <p><i>Preferred Address:</i> Teachers College, Columbia University 525 West 120th Street, Box # 79 New York, New York 10027 Office: (212) 678-3003 sealeyruiz@tc.edu</p> <p>501 W. 120th St., Apt. 4E New York, NY 10027-6627 Home: (212) 673-5401</p>

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<p>Mandie Dunn (Term Ends 06-30-2019) ELATE Graduate Student Association Representative</p> <p><i>Preferred Address:</i> 4962 Wilcox Rd. Holt, MI 48842 Home: (404) 630-2604 dunnmand@msu.edu</p>	<p>Tara Star Johnson (2015-2020) Editor, <i>English Education</i></p> <p><i>Preferred Address:</i> English Department Purdue University 500 Oval Drive West Lafayette, IN 47907 Office: (765) 496-1220 Fax: (765) 494-3780 tarastar@purdue.edu</p> <p>3462 Alysheba Dr. West Lafayette, IN 47906 Cell: (706) 254-9309 Home: (765) 464-8230</p>
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SECTION 2: Constitution and Bylaws

CONSTITUTION OF THE ENGLISH LANGUAGE ARTS TEACHER EDUCATORS OF THE NATIONAL COUNCIL OF TEACHERS OF ENGLISH

ARTICLE I NAME AND OBJECT

- Section 1.** The name of this organization shall be English Language Arts Teacher Educators, hereafter referred to as the ELATE.
- Section 2.** The broad object of the ELATE is to unite all interested persons in an organization which considers important matters relating to English language arts teacher education and which seeks to influence the future of English language arts teacher education.
- Section 3.** The specific objects are (1) to provide an opportunity to discuss the field of English language arts education, both preservice and inservice, (2) to encourage studies and research in the field, (3) to publish reports and articles of interest to the membership, and (4) to take an active role in matters relating to the education and certification of teachers of English language arts.

ARTICLE II MEMBERSHIP

- Section 1.** Membership shall be open to any member of the National Council of Teachers of English, including student members, interested in any phase or area of the preservice and continuing education of teachers of English on all levels.

ARTICLE III AFFILIATION

- Section 1.** Any organization, whether state or interstate, that has as one of its primary objectives the improvement of the preservice and continuing education of teachers of English on any academic level, may request affiliation with the ELATE.
- Section 2.** Approval or disapproval of each request for affiliation shall be determined by simple majority vote of the Executive Committee of the ELATE.
- Section 3.** Each approved affiliate shall (1) be invited, at such time and in such manner as the ELATE Executive Committee shall deem appropriate to undertake special committee assignments, studies, or research on behalf of the ELATE and the affiliate, and (2) be entitled to such service of the ELATE as the Executive Committee deems possible and appropriate.

ARTICLE IV OFFICERS

- Section 1.** The officers shall be a Chair, a Vice Chair, a Recording Secretary, a Secretary-Treasurer, and an Immediate Past Chair in alternating years.

Section 2. The Executive Director of the National Council of Teachers of English shall be the Secretary-Treasurer.

ARTICLE V COMMITTEES

Section 1. The Executive Committee

- a. There shall be an Executive Committee consisting of twelve elected members; the Secretary-Treasurer; and the Immediate Past Chair if his or her term on the Executive Committee has expired; and officers with extended terms as noted in Bylaw 2A.
- b. The membership of the Executive Committee shall reflect the commitment of English Language Arts Teacher Educators to support active inclusive participation of diverse peoples (e.g., including but not limited to race, gender, geography, ethnicity, sexual orientation, job assignments) in all ELATE meetings and events; nominating committees shall therefore select candidates who ensure that the membership of the ELATE Executive Committee has balanced racial, gender, geographic, ethnic, and job-assignment representation.
- c. Members shall hold office for four years. Each year the three retiring members shall be replaced by election as specified in Section 2b of Article V.
- d. No member of the committee shall be eligible to reelection to the committee in the year in which s/he retires.
- e. The term of a member of the committee shall begin at the close of the ELATE Executive Committee meeting held at the NCTE Annual Convention.
- f. Nominations, election, and filling of vacancies shall be as specified in Section 2 of Article V and in Article VIII.
- g. A majority of the elected Executive Committee shall constitute a quorum. Only elected members may vote.
- h. The duties of the Executive Committee shall be as follows:
 1. Promote the activities of the ELATE.
 2. Elect one of its members as Chair, another as Vice Chair, and a third as Recording Secretary.
 3. Provide for the publication of an official ELATE journal.
 4. Designate the time and place of any meeting convened by the ELATE.
 5. Make such appointments as it deems necessary to conduct the affairs of the ELATE.
 6. Review and react to the work of each appointed committee and commission.

Section 2. Nominating Committee

- a. The Nominating Committee shall consist of five members who are elected by ballot of the entire membership. Current members of the Executive Committee or the Nominating Committee are not eligible to be candidates for election to the Nominating Committee or the Executive Committee.
- b. The Nominating Committee's Duties
 - 1. The Nominating Committee shall meet in open session during the NCTE annual meeting to solicit names for nominees for the Executive Committee and for the future Nominating Committee.
 - 2. The Nominating Committee shall prepare a slate of at least six names for positions on the Executive Committee.
 - 3. The Nominating Committee shall support active inclusive participation of diverse peoples (e.g., including but not limited to race, gender, geography, ethnicity, sexual orientation, job assignments) in all ELATE meetings and events.
 - 4. The Nominating Committee has the additional responsibility of preparing a slate of at least eight candidates for the next Nominating Committee.
 - 5. The Nominating Committee has the additional responsibility of preparing a slate of at least eight candidates for the next Nominating Committee.
- c. The Nominating Committee shall be elected as follows:
 - 1. This slate of nominees for Nominating Committee members shall be submitted to the membership by February 15. The complete slate will be submitted to the membership for voting as soon as practicable after the NCTE annual convention.
 - 2. Ballots shall allow for write-in candidates and, to be counted, shall be returned within 30 days of submission to the membership.
 - 3. The five nominees who received the greatest number of votes will become the new Nominating Committee.
 - 4. The nominee who receives the greatest number of votes will become Chair of the Nominating Committee.
 - 5. In the event of a tie vote for a nominee or chair, members of the Executive Committee shall vote to break the tie.

Section 3. Appointed Committees and Commissions

- a. In appointing ELATE commissions and committees, the ELATE Chair shall actively seek the involvement of people of color.
- b. Committees may be appointed by the Chair when s/he considers them to be necessary or desirable, or when authorized by the vote of the Executive Committee or of the members.
- c. Appointed committees shall follow the procedures established or approved by the Executive Committee.
- d. Appointed committees shall make an annual report to the Executive Committee.

ARTICLE VI MEETINGS

- Section 1.** The ELATE membership will gather at least once a year.
- Section 2.** A business meeting shall be held at the NCTE annual convention, with date, site, and time announced by the Executive Committee to the membership not less than sixty days prior to that meeting.
- Section 3.** Special business meetings of ELATE may be held in conjunction with other conferences convened by ELATE, with sixty days advance notice to the membership.
- Section 4.** The ELATE leadership shall support active inclusive participation of diverse peoples (e.g., including but not limited to race, gender, geography, ethnicity, sexual orientation, job assignments) in all ELATE meetings and events.

ARTICLE VII VOTING

- Section 1.** Any time a vote is called for, all members are entitled to vote and a simple majority of those voting shall be required for action except as specifically stated elsewhere in the Constitution or Bylaws. All ballots to be counted must be returned within the time designated by the Constitution. Where the Constitution does not stipulate a time limit, the Executive Committee shall do so; however, in no instance may this time limit be less than thirty days.

ARTICLE VIII VACANCIES

- Section 1.** If the position of Chair becomes vacant, the Vice Chair shall succeed. In the event s/he is unable to do so, a chair shall be named by the Executive Committee.
- Section 2.** In the event of vacancies on the Executive Committee, the Chair shall select replacements, acceptable to a simple majority of the Executive Committee, to fill the unexpired terms.

ARTICLE IX

- Section 1.** Previous notice of a proposal to amend this Constitution must be made through direct communication with the membership or in the official publication at least thirty days prior to the submission of the ballot.
- Section 2.** Proposals to amend shall be accompanied by copies of articles to be amended.
- Section 3.** Proposals to amend the Constitution may be originated by a majority vote of the Executive Committee. If a proposal to amend this Constitution is presented to the Executive Committee with the signatures of one percent of the members of ELATE, the Executive Committee shall within twelve months submit it to vote either by ballot or at a business meeting of ELATE, after following the procedures stipulated in Sections 1 and 2 of this Article.
- Section 4.** After the above conditions have been met, the Constitution may be amended by (1) majority vote of the members attending any business meeting, provided notice of the

proposed change has been given to all members at least thirty days before the meeting or
(2) a three-quarters vote of members attending the business meeting in conjunction with any meeting convened by ELATE. On a ballot, this constitution may be amended by an affirmative vote of the ballots returned within thirty days.

BYLAWS OF ENGLISH LANGUAGE ARTS TEACHER EDUCATORS

1. DUES

- A. The annual dues for membership shall be set by the ELATE Executive Committee. (The dues shall be in addition to the dues for the required membership in the National Council of Teachers of English.)
- B. Libraries and other institutions may subscribe to the publications of the ELATE at a subscription rate set by the Executive Committee.

2. ELECTION AND DUTIES OF OFFICERS

- A. The Vice Chair shall be elected by a vote of the ELATE Executive Committee at the fall meeting in odd numbered years. The term for the office of Vice Chair shall be for one year beginning at the close of the ELATE Executive Committee meeting held at the NCTE annual convention. At the conclusion of a one-year term, the Vice Chair shall assume the position of Chair of the ELATE Executive Committee, and shall serve as Chair for a term of two years. The Recording Secretary shall be elected by a vote of the ELATE Executive Committee at the fall meeting in even numbered years. The term of the Recording Secretary shall be for two years beginning at the close of the ELATE Executive Committee meeting held at the NCTE Annual Convention. If an officer is elected for a term of office extending beyond his/her tenure on the Executive Committee, that tenure will be extended to cover the term of office.

B. THE CHAIR SHALL

- (1) Assume responsibility for the functioning of the organization.
- (2) Preside at all business meetings of the ELATE and of the Executive Committee unless unavoidably absent.
- (3) Appoint all special committees authorized by the members or by the Executive Committee.
- (4) Arrange the program of the business meeting and assume leadership in arranging for any ELATE program sessions during the NCTE convention or at other conventions.
- (5) Provide advice as required by the editors and program chair.
- (6) Confer with the Secretary-Treasurer regarding the preparation of, Executive Committee review of, and adherence to an annual budget.
- (7) Prepare a brief annual report for presentation to the NCTE Directors at the annual convention of the NCTE.
- (8) Serve as the representative of the ELATE to the Executive Committee of

the National Council of Teachers of English.

- (9) At the conclusion of the two-year term of office serve one year as the Immediate Past Chair and retain a voting membership on the Executive Committee even though his or her term of four years on the Executive Committee may have been completed.

C. THE VICE CHAIR SHALL

- (1) In the absence of the Chair, preside at all business meetings of the ELATE or of the Executive Committee.
- (2) In the absence or incapacity of the Chair, assume responsibility for any or all of the other duties of the Chair.
- (3) Provide continuing liaison between the Executive Committee and all ELATE committees and make appropriate reports on committee work at the direction of the Chair.
- (4) Head the ELATE Membership Committee.

D. THE RECORDING SECRETARY SHALL

- (1) Prepare the minutes of each business meeting of the ELATE and submit them to the ELATE Executive Committee Chair.
- (2) Submit copies of all minutes and other records to the Secretary-Treasurer for the permanent file of the ELATE.

E. THE SECRETARY-TREASURER SHALL

- (1) Maintain a permanent file of the minutes and other records necessary to the orderly transaction of the business of the ELATE
- (2) Assist the Chair in preparing for the annual meeting.
- (3) Prepare and distribute all mail ballots and report to the Executive Committee the official results.
- (4) Assume the responsibility for printing of the official stationery of ELATE.
- (5) Handle all financial transactions of the ELATE.
- (6) In consultation with the ELATE Chair, prepare and explain the details of a proposed annual budget to the ELATE Executive Committee. Upon request, prepare financial reports that describe ELATE progress toward meeting budgetary goals.
- (7) At the annual business meeting, submit a formal report and a report on membership.
- (8) Notify the Chair if at any time the ELATE is in danger of incurring any obligation exceeding its funds on hand.

- (9) Prepare on request of the Executive Committee, the Program Chair, or the Editor, a current list of ELATE members.
- (10) Be responsible for keeping the Executive Committee informed of actions and discussions of the NCTE--or of its other Conferences, Commissions and Committees--which have implications for ELATE action.

F. THE PAST CHAIR SHALL

- (1) Assume the responsibilities of the Vice Chair following the NCTE Annual Convention in even numbered years when the Vice Chair assumes the position of ELATE Chair.

3. APPOINTMENTS

- A. The Executive Committee is empowered to appoint members of the ELATE to perform tasks on behalf of the ELATE and shall specify the duties and terms of such appointees. Among such appointments are:
 - (1) A Program Chair shall actively seek proposals from diverse peoples (e.g., including but not limited to race, gender, geography, ethnicity, sexual orientation, job assignments) in all ELATE meetings and events. The Program Chair may name a program committee.
 - (2) An editor of the official ELATE journal, and to the extent the editor deems advisable, an appropriate editorial board.
 - (3) A representative of the ELATE Graduate Strand.
- B. A review of appointments shall be a part of the agenda of each regular meeting of the Executive Committee.

4. MEETINGS OF THE EXECUTIVE COMMITTEE

- A. The Executive Committee will hold regular meetings in conjunction with the ELATE annual conference at the annual meeting of the NCTE and a second meeting called at the discretion of the chair. The times of these meetings will be designated by the chair.
- B. Special meetings at other times may be called at the discretion of the Chair.

5. PUBLICATIONS

- A. In addition to the official journal, the Executive Committee is authorized to publish whatever it deems appropriate to the aims of the organization.
- B. The net proceeds of any ELATE publication shall be placed in the ELATE account.

6. RULES OF ORDER

The rules contained in Sturgis's *Standard Guide to Parliamentary Procedure* shall govern the organization in all cases to which they are applicable, and in which they are not inconsistent with the Constitution or the Bylaws of the Conference.

7. AMENDMENTS TO THE BYLAWS

- A. These Bylaws may be amended:
- (1) by majority vote of the members attending any business meeting, provided notice of the proposed change has been given to all members at least thirty days before the meeting or
 - (2) by a three-quarters vote of members attending the business meeting in conjunction with any meeting convened by ELATE.
- B. On a ballot, these Bylaws may be amended by an affirmative vote of the ballots returned within thirty days.

July 2018

SECTION 3: Member Responsibilities

ELATE Chair's Activities and Responsibilities

The Chair shall:

- (1) Assume responsibility for the functioning of the organization.
- (2) Preside at all meetings of the ELATE and of the Executive Committee unless unavoidably absent.
- (3) Appoint all special committees authorized by the members or by the Executive Committee.
- (4) Arrange the program of the ELATE Membership Meeting and Social and assume leadership in arranging for any ELATE program sessions during the NCTE convention or at other conventions.
- (5) Provide advice as required by the editors and program chair.
- (6) Confer with the Secretary-Treasurer regarding the preparation of, Executive Committee review of, and adherence to an annual budget for ELATE.
- (7) Prepare a brief annual report for presentation to the NCTE Board of Directors at the annual convention of the NCTE.
- (8) Serve as the representative of the ELATE to the Executive Committee of the National Council of Teachers of English.
- (9) At the conclusion of the two-year term of office serve one year as the Immediate Past Chair and retain a voting membership on the Executive Committee even though his or her term of four years on the Executive Committee may have been completed.
- (10) Serve as liaison to the College Forum.
- (11) Plan and host the ELATE Summer Conference, which occurs biennially in odd numbered years.

ELATE Vice Chair's Activities and Responsibilities

The Vice Chair shall:

- (1) In the absence of the Chair, preside at all meetings of the ELATE or of the Executive Committee.
- (2) In the absence or incapacity of the Chair, assume responsibility for any or all of the other duties of the Chair.
- (3) Provide continuing liaison between the Executive Committee and all ELATE committees and make appropriate reports on committee work at the direction of the Chair.

- (4) Serve as one of two liaisons to the International Federation for the Teaching of English (IFTE) for a four-year term (continues through the term of office for Vice Chair, Chair, and Past Chair).
- (5) Serve as ELATE Program Chair for the NCTE Annual Convention, attending the Convention Planning meeting in late February/early March.
- (6) Attend the NCTE Executive Committee meetings at the NCTE Annual Convention prior to beginning the term as ELATE Chair. This includes an orientation on Wednesday before the convention as well as meetings on Wednesday and Sunday (at the Sunday meeting the Vice Chair will have transitioned to Chair).

ELATE Recording Secretary's Activities and Responsibilities

The Recording Secretary shall:

- (1) Prepare the minutes of each business meeting of the ELATE and submit them to the ELATE Executive Committee Chair.
- (2) Submit copies of all minutes and other records to the Secretary-Treasurer for the permanent file of the ELATE.

ELATE Secretary-Treasurer's Activities and Responsibilities

The Secretary-Treasurer shall:

- (1) Maintain a permanent file of the minutes and other records necessary to the orderly transaction of the business of the ELATE.
- (2) Assist the Chair in preparing for the annual meeting.
- (3) Prepare and distribute all mail ballots and report to the Executive Committee the official results.
- (4) Assume the responsibility for printing of the official stationery of ELATE.
- (5) Handle all financial transactions of the ELATE.
- (6) In consultation with the ELATE Chair, prepare and explain the details of a proposed annual budget to the ELATE Executive Committee. Upon request, prepare financial reports that describe ELATE progress toward meeting budgetary goals.
- (7) Submit a formal financial report and a report on membership at each ELATE Executive Committee meeting.
- (8) Notify the Chair if at any time the ELATE is in danger of incurring any obligation exceeding its funds on hand.
- (9) Prepare on request of the Executive Committee, the Program Chair, or the Editor, a current list of ELATE members.
- (10) Be responsible for keeping the Executive Committee informed of actions and discussions of the NCTE—or of its other Conferences, Commissions, and Committees—which have implications for ELATE action.

In consultation with the ELATE Chair, prepare and explain the details of a proposed annual budget to the ELATE Executive Committee. Upon request, prepare financial reports that describe ELATE progress toward meeting budgetary goals.

ELATE Executive Committee Responsibilities & Activities

- Bring to the ELATE Executive Committee's attention any matters of general concern to ELATE members, gather pertinent documents and other information to enrich discussion of those concerns, and prepare to recommend courses of action for the Executive Committee.
- Serve for four years, beginning officially **after** the November convention in the year of their election; but attending the ELATE Executive Committee's Annual Convention meeting as guests in November in the year elected.
- Attend the NCTE Annual Convention as many years as possible during their four-year tenure and participate in ELATE activities during convention week, particularly the ELATE Executive Committee meeting. It is strongly encouraged that each member attend the ELATE Executive Committee meeting at the Annual Convention because important business must be conducted at that time. For the ELATE Executive Committee meetings, members are provided a \$50 per diem to help defray living expenses. (ELATE's finances and its policies prevent paying travel expenses to conventions.)
- Respond to inquiries and assume tasks at home as requested by the ELATE chair. Costs of postage, photocopying, and an occasional phone call in connection with these duties will be reimbursed, if necessary, by ELATE.
- Participate in the voting election of the ELATE chair and the other officers. The ELATE chair becomes a member of the NCTE Executive Committee. (Members have the option not to run for the chair.)
- Recommend candidates to both the ELATE and NCTE Nominating Committee to help assure quality in the continuing governance of ELATE.
- Participate in conference planning and review proposals.
- Make nominations for ELATE awards.
- Serve as informal advisors to the ELATE journal and advise the editor on matters of content.
- Serve if invited on other ELATE programs, subgroups, etc., but not when such invitations involve conflicts with ELATE meetings and other responsibilities outlined above.
- Have an e-mail account and respond in a timely way to messages and duties communicated online. There is a lot of ELATE business that is taken care of through electronic communication.
- Candidates [agree not to campaign](#) during the election process.

NOTE: Candidates for the ELATE Executive Committee, who would like to serve on other NCTE commissions and standing committees, executive committees or other conferences, or NCTE section committees during their tenure on the ELATE Executive Committee need to refer to the [NCTE Policy on Multiple Roles](#).

ELATE EXECUTIVE COMMITTEE CONFLICT OF INTEREST DISCLOSURE AND CONFIDENTIALITY POLICY

Members of the English Language Arts Teacher Educators (ELATE) Executive Committee (EC) must reflect the highest standards of ethical behavior, integrity, and public responsibility. NCTE recognizes the inherent right of members of the ELATE Executive Committee to pursue outside interests. However, these outside interests may affect a transaction in which NCTE is involved or diminish NCTE's ability to conduct objective and unbiased decision-making. If an actual or perceived conflict of interest exists, it is NCTE's policy to require disclosure, and, whenever feasible, avoidance of actual or potential conflicts of interest.

Examples include:

- Serving as a paid consultant to NCTE or to a vendor to NCTE or to one of its subsidiaries or to affiliates;
- Serving in a fiduciary role for another organization that competes with NCTE or takes public positions adverse to those of NCTE;
- Receiving from NCTE an award, contract, grant, or sponsorship in excess of \$1,000 annually;
- Investing significantly in an entity that deals with NCTE in a commercial capacity; or
- Having family members or business associates with these relationships.

ADVANCE DISCLOSURE REQUIREMENT AND REPORTING PROCEDURE

Each ELATE EC member will disclose each issue, subject, person, or entity in which s/he has a financial or other interest where there is the potential that the ELATE Executive Committee may make decisions that affect that issue, subject, person, or entity.

To ensure accurate, up-to-date information, each ELATE EC member will review his or her disclosure statement during on-site meetings and update as necessary.

Each ELATE EC member will describe clearly his or her interest in each such issue, subject, person, or entity on this form supplied by, and returned to, NCTE's Executive Director. The information on this form will be reviewed by the NCTE Executive Director, and shared with ELATE's Executive Committee if relevant to the discussion at hand. ELATE EC members are asked to sign this policy prior to the beginning of their board term. Thereafter, they update it at the first board meeting of each fiscal year.

IMMEDIATE DISCLOSURE REQUIREMENT AND REPORTING PROCEDURE

When the ELATE Executive Committee addresses an issue, subject, person, or entity in which a ELATE EC member has a financial or other interest that that ELATE EC member did not list on the annual disclosure form (whether because the ELATE EC member did not anticipate the matter arising or otherwise), s/he will immediately disclose the potential conflict.

If the ELATE EC member discovers the matter prior to the beginning of a ELATE Executive Committee meeting or call (e.g., upon reading the board agenda book), the ELATE EC member will provide the necessary disclosure to ELATE's Chair. If the matter is discovered during a ELATE Executive Committee meeting or call, the ELATE EC member will immediately stop the conversation and inform the board of the potential for a conflict of interest. If the ELATE EC member feels that the issue requires confidential treatment, the ELATE EC member may instead inform the Chair (or, if the Chair is the one with the potential conflict, the Vice Chair) who will decide if the board needs to be informed of the matter.

PROCEDURE FOR DEALING WITH POTENTIAL CONFLICTS OF INTEREST

The ELATE Executive Committee will determine whether each issue raised on an annual form or on an ad hoc basis requires that the ELATE EC member's participation be altered. The board may require that the ELATE EC member: (a) remove him- or herself from voting on the issue, (b) not participate in either the discussion of the issue or the vote on it, (c) leave the room during discussion and voting on the issue, or (d) merely explain his or her interest in the matter more fully so the ELATE Executive Committee may weigh that ELATE EC member's participation with complete understanding of the situation. If warranted, the information will be reviewed by the Chair for evaluation and possible recommendation to the ELATE Executive Committee. The ELATE Executive Committee, not the volunteer making the disclosure, has the exclusive authority and responsibility to decide an appropriate reaction to the disclosure. This may be:

1. **Disclosure.** The disclosure of a volunteer's other interest is worthy of the board's attention. The disclosure itself, and the board's awareness of the disclosure, is considered sufficient to correct for any bias it might entail. So the board is likely to decide although the volunteer clearly has some other interest, the board and/or committee will simply take the information into account as the volunteer participates in decision-making.
2. **Recusal.** The other interest that has been disclosed affects an important policy or program for the association. To assure the NCTE and its constituency that board decision-making is without bias, it is best for the volunteer to recuse him/herself when the board/committee takes reports, debates, or makes decisions about that policy or program. The volunteer is asked to leave the room for any discussion on the topic.
3. **Resignation.** The other interest relates to a continuing, pervasive, and important board or committee function, one that cannot easily be isolated on an agenda so as to permit recusal. In this case, the volunteer may be asked to resign his/her position, if this is the only way to ensure the other interest does not intrude upon and skew board decision-making. This is an extreme and rare result of a volunteer's disclosure, but it is conceivable.

CONFIDENTIAL INFORMATION

Confidential information disclosed to members of the ELATE Executive Committee or executive staff will be treated as confidential. They may not use or disclose confidential information except as authorized by NCTE, and they should make their best efforts to prevent unauthorized disclosure. "Confidential information" includes that which is marked "Confidential" or which reasonably should be understood as expected to be kept in confidence, as well as deliberations, discussions, and debates on those matters, unless the information is available through public sources.

Unauthorized disclosure of confidential information could cause irreparable harm and significant injury to NCTE and its members. Upon request, any confidential information will be returned to NCTE.

ELATE DISCLOSURE STATEMENT

Financial Disclosure(s)

Please indicate any relevant financial interests below, including source of income, amount, and impact.

Non-financial Disclosure(s)

Specify any relevant interests of a non-financial nature here.

I have read NCTE's Conflict of Interest & Confidentiality Policy and agree to abide by its terms.

Signature

Print Name

Date

Policy Review and Update

I have reviewed the policy and updated my disclosures. I have initialed and dated any changes.

Signature / Date

ELATE Executive Committee Members

2020

Chair: Christian Z. Goering, University of Arkansas at Fayetteville

Vice Chair: TBD

Tamara T. Butler, Michigan State University, East Lansing

Todd DeStigter, University of Illinois at Chicago

Antero Garcia, Stanford University, CA

Latrise P. Johnson, University of Alabama, Tuscaloosa

Tara Star Johnson, Purdue University, West Lafayette, IN (Editor, *English Education*)

Stacia Long, The University of Georgia, Athens (ELATE Graduate Student Association Representative)

Nicole Mirra, Rutgers, The State University of New Jersey (Editor, *CITE Journal*)

Luke Rodesiler, Purdue University, Fort Wayne, IN

Leslie S. Rush, University of Wyoming, Laramie

Sophia Sarigianides, Westfield State University, MA

David Schaafsma, University of Illinois-Chicago

Yolanda Sealey-Ruiz, Teachers College Columbia University, New York, NY

Nicole Sieben, SUNY College at Old Westbury

Allison Skerrett, University of Texas at Austin

Amanda Haertling Thein, University of Iowa, Iowa City (Recording Secretary)

2019

Chair: Christian Z. Goering, University of Arkansas at Fayetteville

Past Chair: Mollie V. Blackburn, Ohio State University, Columbus

Todd DeStigter, University of Illinois at Chicago

Mandie Dunn, Michigan State University, East Lansing (ELATE Graduate Student Association Representative)

Antero Garcia, Stanford University, CA

Troy Hicks, Central Michigan University, Mount Pleasant

Latrise P. Johnson, University of Alabama, Tuscaloosa

Tara Star Johnson, Purdue University, West Lafayette, IN (Editor, *English Education*)

Nicole Mirra, Rutgers, The State University of New Jersey (Editor, *CITE Journal*)

Robert Petrone, Montana State University, Bozeman

Leslie S. Rush, University of Wyoming, Laramie

Sophia Sarigianides, Westfield State University, MA

David Schaafsma, University of Illinois-Chicago

Yolanda Sealey-Ruiz, Teachers College Columbia University, New York, NY

Nicole Sieben, SUNY College at Old Westbury

Amanda Haertling Thein, University of Iowa, Iowa City (Recording Secretary)

2018

Chair: Mollie V. Blackburn, Ohio State University, Columbus

Vice Chair: Christian Z. Goering, University of Arkansas at Fayetteville

Meghan Barnes, University of Georgia, Athens (Recording Secretary)

Todd DeStigter, University of Illinois at Chicago

Mandie Dunn, Michigan State University, East Lansing (ELATE Graduate Student Association Representative)

Troy Hicks, Central Michigan University, Mount Pleasant

Tara Star Johnson, Purdue University, West Lafayette, IN (Editor, *English Education*)

Ken Lindblom, Stony Brook University, Stony Brook, NY

Tonya Perry, University of Alabama at Birmingham

Robert Petrone, Montana State University, Bozeman

Leslie S. Rush, University of Wyoming, Laramie

Sophia Sarigianides, Westfield State University, MA

David Schaafsma, University of Illinois-Chicago
Yolanda Sealey-Ruiz, Teachers College Columbia University, New York, NY
Amanda Haertling Thein, University of Iowa, Iowa City
Anne Elrod Whitney, Pennsylvania State University, University Park

2017

Chair: Mollie V. Blackburn, Ohio State University, Columbus
Past Chair: Melanie Shoffner, Purdue University, West Lafayette, IN

Meghan Barnes, University of Georgia, Athens (ELATE Graduate Student Association Representative/Recording Secretary)
Christian Z. Goering, University of Arkansas at Fayetteville
Troy Hicks, Central Michigan University, Mount Pleasant
Tara Star Johnson, Purdue University, West Lafayette, IN (Editor, *English Education*)
Ken Lindblom, Stony Brook University, Stony Brook, NY
Thomas McCann, Northern Illinois University, DeKalb
Tonya Perry, University of Alabama at Birmingham
Robert Petrone, Montana State University, Bozeman
Leslie S. Rush, University of Wyoming, Laramie
David Schaafsma, University of Illinois-Chicago
Amanda Haertling Thein, University of Iowa, Iowa City
Ebony Elizabeth Thomas, University of Pennsylvania, Philadelphia
Anne Elrod Whitney, Pennsylvania State University, University Park

2016

Chair: Melanie Shoffner, Purdue University, West Lafayette, IN
Vice Chair: Mollie V. Blackburn, Ohio State University, Columbus

Meghan Barnes, University of Georgia, Athens (ELATE Graduate Student Association Representative)
Steven T. Bickmore, University of Nevada, Las Vegas
Deborah Bieler, University of Delaware, Newark (Recording Secretary)
Troy Hicks, Central Michigan University, Mount Pleasant
Tara Star Johnson, Purdue University, West Lafayette, IN (Editor, *English Education*)
Ken Lindblom, Stony Brook University, Stony Brook, NY
Thomas McCann, Northern Illinois University, DeKalb
sj Miller, University of Colorado, Boulder
Tonya Perry, University of Alabama at Birmingham
Robert Petrone, Montana State University, Bozeman
David Schaafsma, University of Illinois-Chicago
Ebony Elizabeth Thomas, University of Pennsylvania, Philadelphia
Anne Elrod Whitney, Pennsylvania State University, University Park

2015

Chair: Melanie Shoffner, Purdue University, West Lafayette, IN
Past Chair: Louann Reid, Colorado State University, Fort Collins

Steven T. Bickmore, University of Nevada, Las Vegas
Deborah Bieler, University of Delaware, Newark (Recording Secretary)
Mollie Blackburn, Ohio State University, Columbus
Jamal Cooks, San Francisco State University, CA
Cathy Fleischer, Eastern Michigan University, Hpsilanti
Meghan Barnes, University of Georgia, Athens (ELATE Graduate Student Association Representative)
Tara Star Johnson, Purdue University, West Lafayette, IN (Co-Editor, *English Education***)
David Kirkland, Michigan State University, East Lansing

Ken Lindblom, Stony Brook University, Stony Brook, NY
Thomas McCann, Northern Illinois University, DeKalb
sj Miller, University of Colorado, Boulder (member and Co-Editor, *English Education***)
Tonya Perry, University of Alabama at Birmingham
Leslie S. Rush, University of Wyoming, Laramie (Co-Editor, *English Education**)
Lisa Scherff, University of Alabama, Tuscaloosa (Co-Editor, *English Education**)
Melanie Shoffner, Purdue University, West Lafayette, IN
Ebony Elizabeth Thomas, University of Pennsylvania, Philadelphia
Anne Elrod Whitney, Pennsylvania State University, University Park
Leah Zuidema, Dordt College, Sioux Center, IA

*Outgoing

**Incoming

2014

Chair: Louann Reid, Colorado State University, Fort Collins
Vice Chair: Melanie Shoffner, Purdue University, West Lafayette, IN

Deborah Bieler, University of Delaware, Newark (Recording Secretary)
Steven T. Bickmore, Louisiana State University, Baton Rouge
Deborah Bieler, University of Delaware, Newark
Mollie Blackburn, Ohio State University, Columbus
Jamal Cooks, San Francisco State University, CA
Cathy Fleischer, Eastern Michigan University, Hpsilanti
Lindy Johnson, College of William and Mary, Williamsburg, VA (ELATE Graduate Student Association Representative)
Tara Star Johnson, Purdue University, West Lafayette, IN
David Kirkland, Michigan State University, East Lansing
Thomas McCann, Northern Illinois University, DeKalb
sj Miller, University of Missouri, Kansas City
Leslie S. Rush, University of Wyoming, Laramie (Co-Editor, *English Education*)
Lisa Scherff, University of Alabama, Tuscaloosa (Co-Editor, *English Education*)
Melanie Shoffner, Purdue University, West Lafayette, IN
Ebony Elizabeth Thomas, University of Pennsylvania, Philadelphia
Leah Zuidema, Dordt College, Sioux Center, IA

2013

Chair: Louann Reid, Colorado State University, Fort Collins
Past Chair: Marshall George, Fordham University, New York, NY

Dawn Latta Kirby, Kennesaw State University, GA (Recording Secretary)
Steven T. Bickmore, Louisiana State University, Baton Rouge
Deborah Bieler, University of Delaware, Newark
Jamal Cooks, San Francisco State University, CA
Cathy Fleischer, Eastern Michigan University, Hpsilanti
Sarah Warshauer Freedman, University of California, Berkeley
Lindy Johnson, College of William and Mary, Williamsburg, VA (ELATE Graduate Student Association Representative)
Tara Star Johnson, Purdue University, West Lafayette, IN
David Kirkland, Michigan State University, East Lansing
sj Miller, University of Missouri, Kansas City
Leslie S. Rush, University of Wyoming, Laramie (Co-Editor, *English Education*)
Lisa Scherff, University of Alabama, Tuscaloosa (Co-Editor, *English Education*)

Melanie Shoffner, Purdue University, West Lafayette, IN
Robert Tremmel, Iowa State University, Ames
Leah Zuidema, Dordt College, Sioux Center, IA

2012

Chair: Marshall George, Fordham University, New York, NY
Vice Chair: Louann Reid, Colorado State University, Fort Collins

Dawn Latta Kirby, Kennesaw State University, GA (Recording Secretary)
Jamal Cooks, San Francisco State University, CA
Cathy Fleischer, Eastern Michigan University, Hpsilanti
Sarah Warshauer Freedman, University of California, Berkeley
Tara Star Johnson, Purdue University, West Lafayette, IN
David Kirkland, Michigan State Uiversity, East Lansing
Kilian McCurrie, Columbia College Chicago, IL
Leslie S. Rush, University of Wyoming, Laramie (Co-Editor, *English Education*)
Luke Rodesiler, University of Florida, Gainesville (ELATE Graduate Student Association Representative)
Lisa Scherff, University of Alabama, Tuscaloosa (Co-Editor, *English Education*)
Melanie Shoffner, Purdue University, West Lafayette, IN
Robert Tremmel, Iowa State University, Ames
Doris Williams-Smith, Grambling State University, LA
Leah Zuidema, Dordt College, Sioux Center, IA

2011

Chair: Marshall George, Fordham University, New York, NY
Past Chair: Janet Alsup, Purdue University, West Lafayette, IN

Dawn Latta Kirby, Kennesaw State University, GA (Recording Secretary)
Jamal Cooks, San Francisco State University, CA
Gina DeBlase, Wayne State University, Detroit, MI
Cathy Fleischer, Eastern Michigan University, Ypsilanti
Sarah Warshauer Freedman, University of California, Berkeley
Tara Star Johnson, Purdue University, West Lafayette, IN
Sara Kajder, Virginia Tech, Blacksburg
Kilian McCurrie, Columbia College Chicago, IL
Alleen Pace Nilsen, Arizona State University, Tempe
Louann Reid, Colorado State University, Fort Collins
Luke Rodesiler, University of Florida, Gainesville (ELATE Graduate Student Association Representative)
Leslie S. Rush, University of Wyoming, Laramie (Co-Editor, *English Education*)
Lisa Scherff, University of Alabama, Tuscaloosa (Co-Editor, *English Education*)
Robert Tremmel, Iowa State University, Ames

2010

Chair: Janet Alsup, Purdue University, West Lafayette, IN
Vice Chair: Marshall George, Fordham University, New York, NY

Liz Spalding, University of Nevada Las Vegas (Recording Secretary)
Gina DeBlase, Wayne State University, Detroit, MI
Anne DiPardo, University of Colorado at Boulder (College Forum Representative)
Sarah Warshauer Freedman, University of California, Berkeley
Sara Kajder, Virginia Tech, Blacksburg
Dawn Latta Kirby, Kennesaw State University, GA
Kilian McCurrie, Columbia College Chicago, IL

Michael Moore, Georgia Southern University, Statesboro (Editor, *English Education*)
Alleen Pace Nilsen, Arizona State University, Tempe
Louiann Reid, Colorado State University, Fort Collins
Robert Tremmel, Iowa State University, Ames
Greta Vollmer, Sonoma State University, Rohnert Park, CA

ELATE Executive Committee Attendance Policy

The English Language Arts Teacher Educators Executive Committee members, elected by the ELATE membership to represent and serve the organization committed to English Language Arts teacher education, hold an Executive Committee Meeting at the NCTE Fall Convention. To assure that all members know the importance of attendance, the Executive Committee passed the following policy on November 21, 1996 at Chicago, Illinois.

Elected members of the ELATE Executive Committee who miss two meetings will receive a Letter from the ELATE Chair. The letter will state the importance of having each member's voice in the Executive Committee discussions and will offer the member the opportunity to resign. The spirit of this letter is to acknowledge that sometimes people's circumstances change and that they might welcome this option. If the member does not wish to resign, the letter will nudge the Executive Committee member to return to the meetings. If the member resigns, the person who received the next highest number of votes the year the original member was elected will be invited to serve the rest of the term. If a member of the ELATE Executive Committee misses three board meetings, the Chair will ask the board to consider replacing that member with the person who received the next highest number of votes. The ELATE Chair will assure that all appropriate paperwork at NCTE headquarters is completed.

Reimbursement and Expense Policy

ELATE Executive Committee members will receive a \$50 per diem for attending the ELATE Executive Committee Meeting at the NCTE Annual Convention.

In addition, ELATE has allocated up to \$1,000 for a ELATE Executive Committee dinner on Saturday evening of the NCTE Annual Convention.

At the NCTE Annual Convention, the required events for ELATE Executive Committee members are: the Executive Committee Meeting, the ELATE Luncheon, and the ELATE General Membership Meeting/Social.

ELATE Timeline

November

- NCTE Annual Convention.
 - ELATE Chair presides over the ELATE Executive Committee meeting.
 - ELATE Chair presides over the Membership Meeting/Social.
 - ELATE Chair, Vice Chair, or Past Chair hosts the ELATE Commissions meeting.
 - ELATE Chair serves as a voting member of the NCTE Executive Committee. The NCTE Executive Committee meets the Tuesday and Wednesday before the convention begins and on Sunday of the convention.
 - Richard Meade, Janet Emig, James Moffett, James N. Britton Awards and the Cultural Diversity Grant are presented at the ELATE Luncheon at the NCTE Annual Convention. It is usually held on a Friday. The ELATE Chair hosts the luncheon and the Chairs of the Award Committees present the awards.
 - The WILLA Rewey Belle Inglis Award is also given at the ELATE Luncheon during the annual convention.
 - ELATE Nominating Committee attends three meetings at the annual convention. Tables will be set up at the Annual Business Meeting to solicit names. Formal meeting times where committee members will accept nominations will be on Saturday and Sunday mornings.

December

- ELATE Luncheon Speaker List for Annual Convention due December 1.
- Final slate of ELATE Candidates due back at NCTE Headquarters on December 15 from ELATE Nominating Chair.
- ELATE Recording Secretary emails draft minutes and proceedings to the ELATE Chair and Headquarters liaison by December 15th.
- Headquarters liaison or Chair will send OFFICIAL MINUTES to Executive Committee.

January

- Headquarters will send OFFICIAL MINUTES to Executive Committee.
- January 31st is the deadline for nominations for Janet Emig Award.

February

- Convention Planning and NCTE Executive Committee Meetings and NCTE Advocacy Day in Washington, DC.
 - Chair of ELATE attends the NCTE Executive Committee meeting as a voting member.

April

- NCTE Executive Committee meeting via webinar for next fiscal year budget approval. ELATE Chair serves as a voting member of the NCTE Executive Committee.

May

- May 1st is the deadline for submissions for the James N. Britton and Richard Meade Awards.
- May is the deadline for the Geneva Smitherman Cultural Diversity Grants (exact date varies year to year).

June

- NCTE and ELATE ballots due back at Headquarters by June 1.
- Newly elected ELATE EC members are announced.
- Beginning in 2009, ELATE hosts a Spring/Summer Conference every other year (typically June or early July).

July

- July 1st is the deadline for decisions for Richard Meade, Janet Emig, James Moffett, James N. Britton Awards, and the Geneva Smitherman Cultural Diversity Grants.
- NCTE Executive Committee meeting. ELATE Chair serves as a voting member of the NCTE Executive Committee.

August

- Research Initiative and Graduate Student Research Award proposals are due early this month.

September

- ELATE Chair's written annual report is due back to NCTE Headquarters.
- ELATE Chair and Research Initiative committee select grant recipients by September 15.
- Mid-September is the deadline for submissions for the Moffett Award (exact date varies year to year).
- Newly elected ELATE Nominating Committee begins its year term. Executive Committee members are invited to suggest names for potential candidates.

October

- ELATE Chair prepares the ELATE Executive Committee agenda for the meeting at the annual convention. Headquarters staff provides support as needed (e.g., posting agenda and documents).

November

- Every other year, the ELATE Vice Chair attends the orientation for new NCTE EC members (via conference call/s and face-to-face session at the annual convention) and participates in strategic planning meeting of the NCTE EC meeting on Wednesday before the NCTE Annual Convention.
- Every other year, the Executive Committee elects new officers, Vice Chair (one-year term as Vice Chair, two-year term as Chair, and one-year term as Past Chair), and Recording Secretary (two-year term). Those newly elected officers take office at the close of the NCTE Annual Convention.

SECTION 4: Elections

English Language Arts Teacher Educators (ELATE) Nominating Committee Responsibilities & Activities

- Eight candidates are nominated and five are elected members to the ELATE Nominating Committee.
- Serve on the Nominating Committee for one year. The term begins in September of the year elected.
- The candidate receiving the largest number of votes automatically becomes chair.
- The nominating process is initiated when the Nominating Committee Chair receives nominations by mail (in response to a call placed in numerous Council journals.) The Chair circulates these names to the other committee members for consideration. NCTE staff will create a listserv for the committee for that purpose.
- The Nominating Committee initiates suggestions for nominations and may submit these suggestions individually by a group consensus.
- All of the nominating committees attend the Annual Convention in November. Section nominating committees meet on Saturday and Sunday mornings to discuss the names submitted by mail, to solicit further nominations, and to generate nominations from within the committee as needed. The individual dates, designated meeting places, and times will be detailed in a Procedures and Responsibilities memo sent in August.
- The committee's work is essentially completed in mid-December. After convention, the work is finalized by e-mail and/or by telephone conversations.
- The committee works within standard NCTE policies on multiple roles (http://www.ncte.org/library/NCTEFiles/Involved/Volunteer/Elections/Policy_on_Multiple_Roles_of_Council_Leaders.pdf), representation of people of color (http://www.ncte.org/library/NCTEFiles/Involved/Volunteer/Elections/Election_Policy_on_Involvement_of_People_of_Color.pdf), and related matters. This information is explained in detail in the Procedures and Responsibilities memo.
- Under Council policy, the committee's convention expenses cannot be paid, but expenses for postage and telephone calls are reimbursed.

All Nominating Committees:

- advise the following year's Nominating Committee, upon request, of various aspects of the nominating process.
- agree not to stand for election to other conferences, sections, or nominating committees during their year on the Nominating Committee.
- will be ineligible for self-nomination.
- are sent a comprehensive set of guidelines for their work outlined in the Procedures and Responsibilities memo sent in August.
- candidates agree not to campaign during the election process.

NCTE Election Timeline

July / August

All Nominating Committees are sent a comprehensive set of guidelines outlining their work as a committee member.

September

September 1st all Nominating Committees begin their tenure. Listservs and conference calls are available for Committees use.

November

- November 1st is the deadline for all mail nominations to be received at NCTE Headquarters. (This will give enough time for gathering biographical information for Committee review during Convention.)
- All Nominating Committees meet during Convention to gather nominations and create/confirm a slate of candidates.

December

- December 1st is the deadline for all Nominating Committees to have their final list of candidates and alternates to NCTE Headquarters for final eligibility check.
- December 15th is the deadline for FINAL confirmed list of candidates.
- NCTE Headquarters sends letters and confirmation notices to all candidates.

January

- January 10th is the deadline for all candidate's written confirmations, biographical information, and photos to be at NCTE Headquarters. (This will enable the ballot production process to begin—typesetting, editing, etc.) Those NCTE, Section, TYCA, and ELATE Nominating Committee candidates who have sent in their confirmation to NCTE Headquarters by this date will have their names and slated position announced in the March *Council Chronicle*; the March *Language Arts, English Journal, Voices from the Middle, College English, Teaching English in the Two-Year College*, and the April *English Education*. If confirmation has not been received by this date, the position will be publicly listed as "to be announced."
- January 31st is the deadline for submission of final slate for ballot. All candidates must have submitted written confirmation.

April

April 15th is the deadline for all election ballots to be sent from NCTE Headquarters to the voting membership.

June

- June 1st is the deadline for all election ballots to be received from the voting membership.
- Once election results are known at NCTE Headquarters, the Executive Director calls Presidential candidates to congratulate/console.
- Letters of congratulations/regrets are sent to all candidates.
- Election results are posted to website.
- Membership count is completed/analyzed for Section realignment for the next election cycle.

SECTION 5: Annual Reports

Report from the English Language Arts Teacher Educators (ELATE) July 2019

ELATE Biennial Conference

The 2019 Summer Conference, themed *Advocacy and Activism: English Language Arts Teacher Education to Save the World*, is happening later this week and will have concluded by the time the NCTE EC meets. A full range of panels, roundtable sessions, workshops, commission meetings, and advocacy/activism work groups are slated alongside plenary speakers Lauren Hogg, Ebony Elizabeth Thomas, the LatinX Theatre Project, and a featured panel consisting of Danielle Filippiak, Cathy Fleischer, Tara Star Johnson, Ryan Schey, and Ebony Elizabeth Thomas. But wait, there's more! Our journal, *English Education*, is the birthday guest of honor at an opening reception marking 50 years of publication. Conference Committee members Sean Connors, Ken Lindblom, Tonya Perry, Shelbie Witte, and Anne Whitney help conceive of the conference and a local committee at the University of Arkansas—including faculty, graduate students from education and English, and two future K-6 teachers—planned several special events including a conference website for attendees, free yoga in the mornings, a writing marathon, and campus tours.

Several collaborations with the host institution were accessed to keep ELATE and attendee costs to a minimum including free ground transportation from the airport (College of Education & Health Professions Dean's Office), speaker fees for a plenary speaker (Initiative for 21st Century Literacies Research), registration for a local school teacher (UA Office of Teacher Education), registration for UA faculty and graduate students (UA Graduate School and International Education). The conference is the biggest single undertaking of ELATE.

NCTE Annual Convention

Program chairs for the 2019 annual convention in Baltimore are Latrise Johnson, EC member, and Ken Lindblom, past EC member. Both served in that capacity at Stage Two planning in Washington, D.C. in February and have selected a program that will push boundaries and enact the theme of *spirited inquiry*.

The ELATE Executive Committee will meet on Thursday before convention to conduct the business of the organization. Increasingly, it seems that EC members have conflicts with this required Thursday meeting due to NCTE beginning the conference on Thursday morning. Since this is the only required meeting of the year and it is critical to conducting the business of our group, this is cause for some concern.

New York Times best-selling author Rainbow Rowell will be the ELATE Luncheon Speaker in Baltimore. ELATE successfully separated its conference sessions with the business meeting and social hour, previously a source of consternation amongst membership.

English Education

Tara Star Johnson led two issues of the journal celebrating and marking the 50th anniversary of its publication, including contributions from multiple previous editors and Janet Emig award winners, the award our group gives for the best article in each calendar year. Melanie Shoffner was chosen as the next editor of *English Education* and was confirmed by unanimous e-ballot of the ELATE Executive Committee. A former chair of ELATE, her first issue will be published in October 2020.

Commissions

The work of ELATE is the work of the commissions and 13 different areas are currently the work in progress. Members of the ELATE Executive Committee all serve as liaisons to one or more commissions. At the 2016 EC meeting, it was brought to ELATE's attention that the various commissions had vastly different methods for electing new chairs and/or plans for transitioning leadership. In an effort to alleviate some concerns from the past and set forward a plan that supports everyone moving forward, a small committee drafted the following guide.

Best Practices Guide for ELATE Commission Leadership

- *In collaboration with the current chair or chairs, the liaison calls for nominations from the membership. In the case that nominations were collected in person at the commission meetings, it would still be best practice to send out a call to the remaining members who were not in attendance at the national conference.*
- *Following a three to five day period of time, the liaison will conduct an electronic election between nominated commission members. This election can also last three to five days.*
- *Once the election is completed, the liaison will notify the winner and losers, the commission membership, and the ELATE Chair (cc Kristen Suchor) of the results.*
- *We suggest that chairs serve for two years on staggered terms so that there is continuity of leadership in each commission. There are no term limits.*

Commission on Social Justice in Teacher Education Programs

Co-Chair: Briana Asmus, Aquinas College, Grand Rapids, MI

Co-Chair: Chaz Gonzalez, University at Buffalo, NY

Liaison: David Schaafsma, University of Illinois at Chicago

Commission on New Literacies, Technologies, and Teacher Education

Co-Chair: Amy Piotrowski, Utah State University, Logan

Co-Chair: Katie Rybakova, Thomas College, Waterville, ME

Liaison: Troy Hicks, Central Michigan University, Mount Pleasant, MI

Commission on the Study and Teaching of Adolescent Literature

Chair: Victor Malo-Juvera, University of North Carolina Wilmington

Liaison: Sophia Sarigianides, Westfield State University, MA

Commission on the Teaching of Poetry

Co-Chair: Bonner Slayton, Moore-Norman Technology Center, Norman, OK

Co-Chair: Danny Wade, Washburn University, Topeka, KS

Liaison: Rob Petrone, Montana State University, Bozeman MT 59717

Commission on English Methods Teaching and Learning

Co-Chair: Heidi Hallman, University of Kansas, Lawrence

Co-Chair: Kristen Pastore-Capuana, SUNY Buffalo State, NY

Liaison: Leslie Rush, University of Wyoming, Laramie, WY

Commission on Writing Teacher Education

Co-Chair: Christine Dawson

Co-Chair: Shauna Wight, Southeast Missouri State University, Cape Girardeau

Liaison: Latrise P. Johnson, University of Alabama, Tuscaloosa

Commission on Arts and Literacies

Co-Chair: Katherine Macro, Niagara University, NY

Co-Chair: Michelle Zoss, Georgia State University, Atlanta

Liaison: Yolanda Sealey-Ruiz, Teachers College, Columbia University, NY

Commission on Dismantling the School-to-Prison Pipeline

Co-Chair: David E. Kirkland, New York University, New York

Co-Chair: sj Miller, University of Wisconsin-Madison

Liaison: Todd DeStigter, University of Illinois at Chicago

Commission to Support Early Career English Language Arts Teachers

Co-Chair: Anna J. Small Roseboro, NBCT, Grand Rapids, MI

Co-Chair: Claudia Marschall, Buffalo, NY

Liaison: Amanda Haertling Thein, University of Iowa, Iowa City

Commission on Family and Community Literacies

Co-Chair: Tracey T. Flores, University of Texas at Austin
Co-Chair: Laura Gonzales, University of Texas at El Paso
Liaison: Antero Garcia, Stanford University, CA

Commission on Everyday Advocacy

Chair: Cathy Fleischer, Eastern Michigan University
Liaison: Nicole Sieben, SUNY Old Westbury

Commission on the History of English Education

Co-Chair: Sheridan Blau, Teachers College, Columbia University, New York
Co-Chair: Patricia Stock, Michigan State University, East Lansing
Liaison: Tara Star Johnson, Purdue University, West Lafayette, IN

CAEP Revisions

In January 2019, a team of English language arts educators led by Troy Hicks submitted an updated standards document for the preparation of ELA teachers to the Council of Accreditation of Educator Preparation (CAEP). This is a standard process that occurs every seven years and is required of most major professional organizations. The revisions were not accepted by CAEP and additional work was requested. Following a lengthy term in leading this work, Troy Hicks elected to step aside following this request; former committee members Donna Pasternak and Marshall George were appointed to lead a smaller team to complete the revisions and submit a response in July 2020. Some of the requests by CAEP will require, for example, a national study of the current standards. It is imperative that NCTE/ELATE maintains good standing with CAEP so that universities and colleges licensing teachers can continue to license future English teachers with our standards.

Respectfully Submitted on 7/17/2019:

Christian Z. Goering
Chair, English Language Arts Teacher Educators

**Report from the English Language Arts Teacher Educators (ELATE)
February 2019**

NCTE Annual Convention

Mollie Blackburn concluded her tenure as chair of our organization which has undergone a name change and rebranding from the Conference on English Education to the English Language Arts Teacher Educators. The ELATE Executive Committee met on Thursday before convention to conduct the business of the organization. We were joined by guest speakers NCTE Executive Director Emily Kirkpatrick, NCTE President Jocelyn Chadwick, and NCTE/CAEP SPA guru Paul Yoder. Ken Lindblom, Tonya Perry, and Anne Whitney concluded their terms on the EC while Antero Garcia, Latrise Johnson, and Nicole Sieben began four-year terms. Additionally, Meghan Barnes concluded a term as ELATE Recording Secretary and Amanda Haertling-Their was elected to serve a two year term.

The ELATE membership writ large offered a cacophony of papers, posters, roundtables, and workshops throughout the conference that were both well-attended and well-received. The ELATE Commissions hosted sessions and met twice during the conference. Young Adult author David Levithan served as luncheon speaker. Kristen Suchor thankfully and successfully kept all ELATE things running smoothly and on time. Program chairs for the 2019 Annual Convention are member Ken Lindblom, and Latrise Johnson, EC Member.

ELATE faced some criticism on scheduling prior to convention, specifically that several sessions were booked during the same time as the social, one of two times during the convention when many members get to network. In response to this, it was decided that ELATE will no longer

hold ELATE sessions during the social hour event, typically reserved for the end of the day on Friday.

Finally, an ELATE tagged session (L.06) became one of the most controversial in recent memory due to remarks made by a panelist. (The session proposers wanted the session known as ELATE and the other categories as indicated in the Convention program.) NCTE, ELATE Commission on Social Justice, and others have responded; this is an ongoing topic of discussion/action.

ELATE Awards

ELATE Graduate Student Research Award

Rae L. Oviatt, doctoral student at Michigan State University, was recognized for “Exploring Arts-Based Inquiry and Multimodal Composing for Participatory Learning and Civic Participation for Transforming Critical Professional Development.” This award is focused on supporting the work of future scholars in the field of English education whose research advances the mission of ELATE. One award is given yearly.

Janet Emig Award

The 2018 ELATE Janet Emig award winner was Danny C. Martinez from University of California, Irvine, for his article, “Imagining a Language of Solidarity for Black and Latinx Youth in English Language Arts Classrooms,” that was selected as the best of the volume year. The award is given in honor of Janet Emig, Professor Emeritus of English education at Rutgers University, for her contribution to the field of English education.

Richard Meade Award for Research in English Education

Donna L. Pasternak, Samantha Caughlan, Heidi L. Hallman, Laura Renzi, and Leslie S. Rush were recognized for their study of ELA methods classes in their book, *Secondary English Teacher Education in the United States* (Bloomsbury, 2017). This exists to recognize published research-based work that promotes English language arts teacher development at any educational level and in any scope and setting. The award was established in 1988 in honor of the late Richard Meade of the University of Virginia for his contributions to research in the teaching of composition and in teacher preparation.

James Moffett Memorial Award for Teacher Research

Mary Vlasos Osborn, Campus Elementary School, University of Memphis and Scott Storm, Harvest Collegiate High School, New York respectively received the 2018 award for their work in classrooms. This award is a grant offered by ELATE, in conjunction with the National Writing Project, to support teacher research projects that further the spirit and scholarship of James Moffett.

Geneva Smitherman Cultural Diversity Award

Nathaly Batista-Morales, third year graduate student from the University of Texas, received this award and presented “Their Words, Their Worlds: Amplifying Bilingual Learners Voices through Advocacy,” at the 2018 convention. This grant is given to first-time NCTE Annual Conference presenters who are members of groups historically underrepresented in NCTE and ELATE.

ELATE Research Initiative Award

This award is given in support of research projects that advance the mission of ELATE and contribute to ELATE’s efforts to communicate more effectively with different audiences.

- Noah Asher Golden, Chapman University, Orange, CA “Learning from/with adolescent scholars: Supporting self-authoring through (re)positioning literacies”
- Amy Vetter, The University of North Carolina at Greensboro, “The Writing Identities of Teens”
- Thea Williamson, Salisbury University, MD, and Kira Lee Keenan, University of Texas at Austin “Understanding Youth Literacy Identity”

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Commission on the History of English Education
Co-Chair: Sheridan Blau, Teachers College, Columbia University, New York
Co-Chair: Patricia Stock, Michigan State University, East Lansing
Liaison: Tara Star Johnson, Purdue University, West Lafayette, IN

Finances

It was reported at the November ELATE Executive Committee meeting that membership as of September 30, 2018 was 5% higher than the same time during the previous year. Budget for the 2019 Summer Conference was approved by a unanimous vote. The EC agreed to fund the two to three members of the CAEP Standards Committee to attend/present at the NCTE Assembly for Research conference held in Birmingham, AL.

Ad Hoc Committees

The work of two Ad Hoc Committees, both charged by Mollie Blackburn, have led to significant changes and proposed changes for ELATE.

The CAEP Standards Committee

Working to revise, update, and align current accreditation standards with the new accrediting body, this committee's charge was carried out by chair Troy Hicks and members: Antero Garcia, Marshall George, Donna L. Pasternak, Heather Rocco, Luke Rodesiler, Sophia Sarigianides, Jon Wargo, Lindy Johnson, and Elsie Olan. This group submitted their suggested changes to NCTE leadership in late January.

Mentoring Committee

Considering the various mentoring programs offered by ELATE and the ELATE Graduate Strand with an eye towards simplifying and promoting the mentoring work happening within ELATE, the Mentoring Committee (Chris Goering, Chair; Todd Destigter, Member; Mandie Dunn/Ryan Schey, Member; Amanda Haertling-Thein, Member; Tonya Perry, Member; Yolanda Sealy-Ruiz, Melanie Shoffner) moved the committee elected to collapse the Graduate Strand mentoring program and the L. Ramon Veal Research Roundtables to become the same event under the Veal name. Melanie Shoffner and Mandie Dunn agreed to lead the transition between the two previously separate entities. The ELATE Mentoring program remained unchanged.

2019 Summer Conference

Advocacy and Activism: English Language Arts Teacher Education to Save the World, the 2019 ELATE Summer Conference, is set to be held in Fayetteville, AR from July 18-21 and will feature panels, workshops, roundtables, a performance by the LatinX Youth Theatre Group and a keynote talk by Ebony Elizabeth Thomas. From the call for proposals: "Post-election [2016], the country and our field are faced with a moment of civic reckoning. A mandate, to recognize and guide youth's politicized identities within classrooms, must be taken up by teacher educators" (Garcia & Dutro, 2018, p. 380). The time is now to reinvent and reinvigorate what it means to prepare English teachers, but doing so without building on the foundation of leadership, scholarship, tradition, and resolve on which our profession was built would be foolhardy. ELATE received 130 proposals for the conference, the most in the history of the summer conference.

Respectfully Submitted on 2/11/2019:

Christian Z. Goering
Chair, English Language Arts Teacher Educators

REPORT FROM THE ENGLISH LANGUAGE ARTS TEACHER EDUCATORS (ELATE) July 2018

NCTE Annual Convention

Carmen Kynard, Tom McCann, and Melanie Shoffner completed their terms on the CEE EC, and Todd deStigter, Mandie Dunn (ex officio), Sophia Sarigianides, and Yolanda Sealey-Ruiz joined the EC.

CEE offered numerous well-attended roundtable discussions, panels, and presentations focused on issues in English education during the Convention, with the CEE Commissions meeting twice during the Convention to discuss and move forward with various projects. Angie Thomas, award-winning author of *The Hate U Give* was the very well-received CEE luncheon speaker. Program chairs for the 2018 Convention are Chris Goering, Vice-Chair, and Ken Lindblom, EC member.

CEE Awards

CEE Graduate Student Research Award

The recipients of the CEE Graduate Student Research Award were Chris Bacon and Joelle Pedersen of Boston College, Chestnut Hill, MA for their paper entitled “‘It’s Like Close Reading for Identity’: A Framework for Writing as Discourse with Teachers of Linguistically Diverse Learners.” This award is focused on supporting the work of future scholars in the field of English education whose research advances the mission of CEE. One award is given yearly.

James N. Britton Award

The James N. Britton Award was not awarded this year. When it is, it is to encourage English Language Arts teacher development, consistent with the major goal of CEE, by promoting classroom-based research in which teachers at any educational level raise questions about teaching and learning in their own teaching/learning settings.

Janet Emig Award

The Janet Emig Award was awarded to Detra Price-Dennis of Teachers College, Columbia University, New York, NY for her articles entitled, “Developing Curriculum to Support Black Girls’ Literacies in Digital Spaces,” published in *English Education* in July 2016. The award is given in honor of Janet Emig, Professor Emeritus of English education at Rutgers University, for her contribution to the field of English education.

Richard Meade Award for Research in English Education

The Richard Meade Award is awarded, typically, in even years. The award is given to recognize published research-based work that promotes English language arts teacher development at any educational level and in any scope and setting.

James Moffett Memorial Award for Teacher Research

The James Moffett Award was awarded to Jonna Kuskey for his project entitled “Writing for a Real-World Reason.” This award is a grant (usually \$1000) offered by CEE, in conjunction with the National Writing Project, to support teacher research projects that further the spirit and scholarship of James Moffett.

Geneva Smitherman Cultural Diversity Award

The Geneva Smitherman Cultural Diversity Award was awarded to **Anthony Celaya for his presentation entitled**, “From Fact to Fiction to Action: Using YA Literature for Participatory Action Research” and **Nicholas Rink for his presentation entitled** “Re-positioning ‘At-risk’ Students’ Experiences with the Trauma of Normative Schooling Practices.” This grant is given to first-time NCTE Annual Conference presenters who are members of groups historically underrepresented in NCTE and CEE.

CEE Research Initiative Award

The CEE Research Initiative Award was awarded to the following recipients:

1. Cati V. de los Ríos of University of California, Riverside for her project, "Developing Students' Ethnic Studies Literacies: An Ethnographic Study of One Urban English Classroom"
2. Michelle Fowler-Amato of Old Dominion University and Amber Warrington of Boise State University for their project, "Seeking Antideficit English Education Through Teacher/Researcher Collaborations"
3. Alison Heron Hruby of Morehead State University and James Chisholm of University of Louisville for their project, "Learning to Teach Writing Using Digital Mediation: Teacher Candidates as Online Writing Mentors for High School Students"
4. Stephanie Shelton of The University of Alabama, Tuscaloosa for her project "An Intersectional Approach to English Education: Professional Development and Classroom Implementation"



This award is given in support of research projects that advance the mission of CEE and contribute to CEE's efforts to communicate more effectively with different audiences.

Commissions

We voted to accept proposals for three new commissions, one entitled "Family and Community Literacies," another entitled "Everyday Advocacy," and, finally, one entitled, "History of English Education."

Finances

We voted to allocate \$4500 to rebranding CEE. We budgeted \$6000 for the CAEP Standards revision committee to meet, but they have not yet used those funds.

Position Statement, Name Change, and Rebranding

Melanie Shoffner led a committee to revise the CEE position statement. This has been revised and the executive committee voted to support it in our November meeting.

Melanie Shoffner also led a committee to identify a new name for CEE. They came up with English Language Arts Teacher Educators (ELATE). The CEE EC voted to support it, so it went to a vote by the membership, which also voted in support. The name change will be gradually implemented after July 1 this summer and more dramatically at the Convention in November.

In response to the EC allocation of funds, a committee worked with Brains on Fire to develop a new logo using the new name. Like the name, it will begin being used this summer, but more dramatically so at the Convention in November.

Ad Hoc Committees

- Tonya Perry continues to lead an ad hoc committee on *Membership Support* to continue the work started by last year's committee, particularly in term of information about edTPA and writing SPA reports.
- Chris Goering is leading an ad hoc committee on *Mentor Programs* to examine CEE mentorship programs: the CEE Early Career Faculty Mentorship Program, the Veal Seminar, and the CEE Graduate Student Strand Mentorship Program to propose a way forward that serves distinct purposes. They appointed Shoffner to lead the Veal Seminar for 2018 Convention.
- Troy Hicks is leading an ad hoc committee on *CEE Standards* to submit to CAEP. We identified Donna Pasternak as a potential board member to represent CEE on CAEP.
- Ken Lindblom and Leslie Rush agreed to work together as an ad hoc committee to create a clear, concise, accessible document offering tips to ELA teacher educators preparing to produce SPA reports.
- Amanda Thein and Anne Whitney agreed to work together as an ad hoc committee to draft a policy and/or procedure for offering funds to support CEE commissions.

REPORT FROM THE CONFERENCE ON ENGLISH EDUCATION (CEE) February 2018

NCTE Annual Convention

We voted in support of a new position statement. This ad hoc committee was led by Melanie

Shoffner and included David Schaafsma (EC member), Janet Alsup, Antero Garcia, Marcelle Haddix, Michael Moore, Ernest Morrell, Leah Zuidema. We also voted to propose a new name to the membership, since this would be a constitutional change. The proposed name is English Language Arts Teacher Education (ELATE). This ad hoc committee was led, again, by Melanie Shoffner and included Rob Petrone (EC member), Marshall George, Detra Priice-Dennis, and possibly Gholneshar Muhammad.

Carmen Kynard, Tom McCann, and Melanie Shoffner completed their terms on the CEE EC, and Todd DeStigter, Sophia Sarigianides, and Yolanda Sealey-Ruiz joined the EC. Further, Mandie Dunn, graduate student representative, and Nicole Mirra, CITE editor, joined as an ex officio members of the EC. Chris Goering was elected Vice-Chair.

CEE offered numerous well-attended roundtable discussions, panels, and presentations focused on issues in English education during the Convention, with the CEE Commissions meeting twice during the Convention to discuss and move forward with various projects. Angie Thomas of award-winning *The Hate U Give* was the hugely popular CEE luncheon speaker. Program chairs for the 2018 Convention are Chris Goering, newly elected Vice-Chair, and Ken Lindblom, EC member.

CEE Awards

Awards given were announced at Convention.

Geneva Smitherman Cultural Diversity Award

The Geneva Smitherman Cultural Diversity Award was awarded to Anthony Celaya for the project entitled “From fact to fiction to action: Using YA literature for participatory action research” and Nicholas Rink for the project entitled “Re-positioning ‘at-risk’ students’ experiences with the trauma of normative schooling practices.” This grant is given to first-time NCTE Annual Conference presenters who are members of groups historically underrepresented in NCTE and CEE.

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National Technology Leadership Award

The National Technology Leadership Award was awarded to Rebecca Beucher for her 2017 NCTE Annual Convention presentation, “#NoDAPL: Consciously designing culturally situated resistance pedagogy for 21st century youth.” This award provides an opportunity to present at the annual Society for Information Technology in Teacher Education ([SITE](#)) international conference.

EC members were assigned to chair or serve on the award committees.

CEE Research Initiative Award

The CEE Research Initiative Award was awarded to the following recipients:

1. Cati V. de los Ríos of University of California, Riverside for the project entitled “Developing Students’ Ethnic Studies Literacies: An Ethnographic Study of One Urban English Classroom”
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This award is given in support of research projects that advance the mission of CEE and contribute to CEE’s efforts to communicate more effectively with different audiences.

Commissions

We received reports from and assigned EC members as liaisons to commissions. We voted in support of a new Commission on Family and Community Literacies, at the conference. Since then, we have also voted for a new Commission on Everyday Advocacy.

Finances

We voted to spend \$4,500 to rebrand CEE.

Ad Hoc Committees

The following ad hoc committees have been formed:

Membership Support

This committee is chaired by Tonya Perry and includes Meghan Barnes, Troy Hicks, Ken Lindblom, Nicole Mirra, David Schaafsma, and Yolanda Sealey-Ruiz.

Mentor Programs

This committee is chaired by Chris Goering and includes Todd DeStigter, Mandie Dunn, Tonya Perry, Yolanda Sealey-Ruiz, Melanie Shoffner, and Amanda Thein. The charge is to examine CEE mentorship programs: the CEE early career Faculty Mentorship Program, the Veal Seminar, and the CEE Graduate Student Strand Mentorship Program to propose a way forward that serves distinct purposes.

Standards Committee

This committee is chaired by Troy Hicks. He is assembling the committee now. The charge is to examine and potentially revise the standards for teacher education.

Other efforts include the following: Amanda Thein and Anne Whitney will draft a policy and/or procedure for offering funds to support CEE commissions. Ken Lindblom and Leslie Rush will draft a one-pager on SPA reports to support ELA teacher educators. Ken Lindblom and Nicole Mirra will work with others to produce smart, pragmatic messages, issue briefs from CEE for NCTE staff.

Rob Petrone has agreed to represent CEE on NCTE’s CAEP committee.

SECTION 6: Agendas/Minutes

Agenda

November 15, 2018

George R. Brown Convention Center, 352 C

Houston, Texas

1. Welcome & Introductions
2. Adoption of the Agenda
3. Conflict of Interest Disclaimer – *All new and continuing EC members must bring a completed 2018-19 form to the Thursday meeting and give to Kristen Suchor prior to the start of the meeting. If you forget your form, Kristen will have extras.*
(If any EC members who are rotating off need to update their 2017-18 form, please see Kristen at the meeting.)
4. Approval of the Minutes, ELATE EC Meeting, November 2017; ELATE EC Online Meeting, May 21, 2018
5. Acceptance of the Consent Agenda Reports
CONSENT AGENDA: Organizations having a large number of routine matters to approve often save time by use of a consent agenda. This is a portion of the printed agenda listing matters that are expected to be non-controversial and on which there are likely to be no questions.

Before taking the vote, the chair allows time for the members to read the list to determine if it includes any matters on which they may have a question, or which they would like to discuss or oppose. Any member has a right to remove any item from the consent agenda, in which case it is transferred to the regular agenda so that it may be considered and voted on separately. The remaining items are then unanimously approved en bloc without discussion, saving the time that would be required for individual votes.

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The Standard Code of Parliamentary Procedure

By Alice Sturgis

- A. Administrative
 - i. 2018 CEE Chair Annual Report (Mollie V. Blackburn)
 - ii. 2018 CEE Awards Report (Kristen Suchor)
- B. Commissions
 - i. Commission on Everyday Advocacy (Cathy Fleischer)
 - ii. Commission on English Methods Teaching and Learning (Heidi Hallman and Kristen Pastore-Capuana)
 - iii. Commission on Digital Literacies and Teacher Education (Amy Piotrowski and Katie Rybakova)
 - iv. Poetry Commission (Danny Wade and Bonner Slayton)
 - v. Commission on Writing Teacher Education (Christine Dawson and Shauna Wight)
- C. Publications
 - i. *English Education* (Tara Star Johnson)
 - ii. *CITE Journal* (Nicole Mirra)
- D. Eballot Confirmations
 - i. Approval of ELATE Commission on Everyday Advocacy

- E. Other Reports
 - i. 2017 ELATE Moffett Award Report (Jonna Kuskey)
 - ii. ELATE-GS (Mandie Dunn)
 - iii. International Federation for the Teaching of English (IFTE) Report (Don Zancanella)
 - iv. 2017 ELATE Graduate Student Research Award Report (Chris Bacon and Joelle Pedersen)
 - v. Conceptualizing Online Writing Feedback: Teacher Candidates' Digital Responses to High School Student Writers (Alison Heron Hruby and James Chisholm)
- 6. Commission Reports
 - A. Commission on Social Justice in English Education (Briana Asmus and Chaz H Gonzalez)
 - B. Commission to Support Early Career ELA Teachers (Anna J. Small Roseboro and Claudia A. Marschall)
 - C. Commission on Arts and Literacies (Kathie Macro and Michelle Zoss)
- 7. Discussion Items
 - A. ELATE Financial Report (Jon Coffman and Emily Kirkpatrick) and NCTE Executive Director (Emily Kirkpatrick – oral)
 - B. NCTE/CAEP SPA Update (guest Paul Yoder - oral)
 - i. NCTE/ CAEP Standards – Update and Revision Process (Troy Hicks - oral)
 - C. ELATE Mentoring (Chris Goering - oral)
 - D. 2019 ELATE Summer Conference (Chris Goering - oral)
 - E. MLA K-16 Committee (guest Sarah Robbins at 3:30 p.m. - oral)
- 8. Action Items
 - A. Janet Emig Award: Discussion of Decade Award for 1979-1989 (Tara Star Johnson - oral)
 - B. Proposal for an ELATE Commission on Climate Change (David Schaafsma and Todd DeStigter)
- 9. New Business
 - A. Appointments/Elections (Mollie V. Blackburn)
 - i. Election: ELATE Recording Secretary, 2018-2020
 - ii. ELATE Commission Liaisons, 2018-2019
 - iii. ELATE Award Committees, 2018-2019
 - B. Announcements from the Chair (Mollie V. Blackburn - oral)
 - i. NCTE 2018 ELATE Program Events (Luncheon, Awards Sessions, Membership Meeting)
 - C. 2019 NCTE Annual Convention, Baltimore, MD (Mollie V. Blackburn – oral)
 - D. ELATE Strand and Scheduling at the NCTE Annual Convention (Chris Goering – oral)

10. Announcements and Thanks

11. Adjournment

Appendices to November 2018 ELATE EC Agenda

1. ELATE Constitution & Bylaws
2. ELATE Executive Committee Roster 2018-19 (draft)
3. ELATE EC Responsibilities and Activities Summary

Minutes Executive Committee Meeting English Language Arts Teacher Education NCTE Conference, Houston, TX

November 15, 2018

Members Present: Mollie Blackburn, Nicole Sieben, Amanda Thein, Ken Lindblom, Tonya Perry, Anne Whitney, Chris Goering, David Schaafsma, Leslie Rush, Robert Petrone, Todd DeStigter, Sophia Sarigianides, Latrice Johnson, Troy Hicks

Members Absent: Anne Elrod Whitney, Yoland Sealey-Ruiz, Nicole Mirra

Ex Officio: Tara Star Johnson, Mandie Dunn, Meghan Barnes

NCTE Staff: Kristen Suchor

Guests: Jocelyn Chadwick, Jon Coffman, Emily Kirkpatrick

Chair Mollie Blackburn called the meeting to order at 9:10 a.m. on Thursday, November 15, 2017.

	Welcome and Introductions (Agenda Item I)	
2018:1	To adopt the November 15, 2018, ELATE Executive Committee agenda. (Goering, Perry) CARRIED (Agenda Item II)	- - -
	Current members were asked to complete or update their Conflict of Interest Disclaimer form and submit to Suchor. (Agenda Item III)	
2018:2	To approve the November 2017, ELATE Executive Committee meeting minutes. (Johnson, Perry) CARRIED (Agenda Item IV)	- - -
2018:3	To approve the Consent Agenda. (Thein, Johnson) CARRIED (Agenda Item V) A. Administrative 1. 2018 ELATE Chair Annual Report (Mollie V. Blackburn) 2. 2018 ELATE Awards Report (Kristen Suchor) B. Commissions 1. Commission on Everyday Advocacy (Cathy Fleischer) 2. Commission on English Methods Teaching and Learning (Heidi Hallman and Kristen Pastore-Capuana) 3. Commission on Digital Literacies and Teacher Education (Amy Piotrowski and Katie Rybakova) 4. Poetry Commission (Danny Wade and Bonner Slayton) 5. Commission on Writing Teacher Education (Christine Dawson and Shauna Wight) C. Publications	D

	<ol style="list-style-type: none"> 1. <i>English Education</i> (Tara Star Johnson) 2. <i>CITE Journal</i> (Nicole Mirra) <p>D. eBallot Confirmations</p> <ol style="list-style-type: none"> 1. Approval of ELATE Commission on Everyday Advocacy <p>E. Other Reports</p> <ol style="list-style-type: none"> 1. 2017 ELATE Moffett Award Report (Jonna Kuskey) 2. ELATE-Graduate Strand Report (Mandie Dunn) 3. International Federation for the Teaching of English (IFTE) Report (Don Zancanella) 4. 2017 ELATE Graduate Student Research Award Report (Chris Bacon and Joelle Pedersen) 5. Conceptualizing Online Writing Feedback: Teacher Candidates' Digital Responses to High School Student Writers (Alison Heron Hruby and James Chisholm) 	
	<p>ELATE EC liaisons reported on the work of ELATE Commissions, as follows (Agenda item VI):</p> <ul style="list-style-type: none"> • Commission on Social Justice in English Education (Briana Asmus and Chaz H. Gonzalez) <ul style="list-style-type: none"> ○ In their report, the Commission Co-Chairs asked if there could be a way for commissions to share their work with other commissions. ○ Commission Liaisons are asked to address the following at their commission meetings during NCTE: <ul style="list-style-type: none"> ▪ Ask commission members if they feel a need to share their work with others ▪ Show commission members the ELATE webpage about the commissions to ensure that they are aware of the page and to ask if there is more information they would like about the current work of the commissions ▪ Ask commission members to tweet their commission work after the meetings on Friday and Saturday ○ They also requested that commissions update their reports each year. • Commission to Support Early-Career ELA Teachers (Anna J. Small Roseboro & Claudia A. Marschall): <ul style="list-style-type: none"> ○ Blackburn asked if there are more ways that we can help the commission get the word out about the Emeritus Assembly Scholarship Award. Suchor clarified that this is an award to early-career teachers and their mentors to attend NCTE. They recommended changing the name of the award to the Emeritus Assembly Scholarship Award for New Teachers. ○ Suchor clarified that in order to be eligible for the award, individuals must be in their first 1-5 years of full-time classroom teaching and they must be presenting at the conference. Mentors are retired teachers who volunteer to mentor early-career teachers. ○ Dunn suggested announcing the award in the ELATE Graduate Student newsletter and also at the Future is Now, organized by Alan Brown and Luke Rodesiler. ○ Lindblom agreed to take the EC's recommendations to the commission meeting during NCTE. • Commission on Arts and Literacies (Kathie Macro and Michelle Zoss) <ul style="list-style-type: none"> ○ In their report, the commission co-chairs reiterated a previous request that NCTE include an arts-based strand for conference proposals. Blackburn talked with Frankie Sibberson about this request and Sibberson indicated that they receive a number of requests for additional strands each year and she's unable to honor all requests. The Commission Liaison will report this information back to the commission. • Commission Leadership <ul style="list-style-type: none"> ○ They asked how commission chairs are selected. Blackburn said that commissions select them, but that each commission has their own process. ○ Goering reviewed his commission's process: 	

	<ul style="list-style-type: none"> • The Liaison received the membership list and emailed the list asking for nominations to leadership. The Liaison facilitated a vote among the membership. ○ Their suggested that this might be a process that ELATE ask all commissions to follow, every 2 years. Their and Goering will work on formalizing a process that can be shared with all commissions. 	
	<p>The ELATE Financial Report was given by Jon Coffman and Emily Kirkpatrick (Agenda item VII.A).</p> <ul style="list-style-type: none"> • Kirkpatrick announced that NCTE's investment in rebranding has positively impacted ELATE. In the future, NCTE may recommend projects to ELATE aimed at membership engagement. • Kirkpatrick shared a 2019 calendar of NCTE-related initiatives with the EC. • Lindblom asked for NCTE's perspective on the recent election. Kirkpatrick recommended that people attend the Board of Director's meeting on Friday if they want to hear more of NCTE's position. • Kirkpatrick suggested that NCTE is working on a planned gift for ELATE. There is an anonymous donor who is interested in funding an award within ELATE. • Coffman shared that membership dues revenues are comparable to the previous year, although there is a slight uptick in membership in the current year. Coffman also said the ELATE contingency fund has remained stable over the past few years. • Kirkpatrick announced that this year's conference attendance is the highest it's been since 2007! This is the first time NCTE has been in Houston in 53 years, so NCTE has worked hard to build partnerships with local schools and districts to encourage teachers to attend the conference. Kirkpatrick also mentioned that the exhibit hall has grown – more trade publishers, not more testing agencies. • Kirkpatrick also thanked ELATE for their work on the Digital Literacy Teacher Education position statement (led by Tom Lynch). 	
2018:4	<p>Motion to Approve the July 2019 Summer Conference Budget (Rush, Lindblom). CARRIED. (Agenda Item VII.A).</p>	D
	<p>NCTE/CAEP SPA Update by Paul Yoder (Agenda Item VII.B)</p> <ul style="list-style-type: none"> • Yoder announced that a number of programs are leaving CAEP, but they want to stay with NCTE SPA. More programs are reaching out to NCTE to learn what they are doing. NCTE is now looking for an alternative recognition process -- an external self-review study for programs that want to come to NCTE. Yoder would like to pursue this option in a more deliberate manner. • Sarigianides asked what NCTE's relationship is with AQIP (which her institution is using in place of CAEP). Yoder clarified that NCTE provides a service to CAEP (to ensure that they are meeting NCTE standards). Neither Yoder nor NCTE are currently working with AQIP and NCTE is not formally working with AQIP either. • The standards that NCTE uses for ELA accreditation belong to NCTE, so they could be applied elsewhere (outside of CAEP). • Yoder is unsure what the next steps in this process are and asks the EC where they stand and their recommendations. • Hicks clarified that he's hearing 2 things: (1) do we divorce CAEP and do our own accreditation and (2) do we stay with CAEP and also do our own work. Blackburn clarified that she doesn't hear the group saying that they want to divorce CAEP, but that they are interested in the 2nd option above. Yoder reiterated that he's not advocating for leaving CAEP. Instead, Yoder is asking if NCTE wants to serve as a SPA-like review for institutions, apart from CAEP. Essentially, CAEP is one place we take our standards, but what other places might we want to take our standards? • Rush asked if the group could have a motion to show support to Yoder's initiative. 	

	Yoder would like to: (1) talk with other accreditation agencies and gauge their interest in collaborating with NCTE (using our standards in their process), and/or (2) doing a self-study over the next year to determine what NCTE could offer to other programs, and/or (3) clarify that we are not making a motion to leave CAEP.	
2018.5	Motion to support that NCTE explore using NCTE standards to create ELA reviews for accreditors other than and in addition to CAEP, and for programs wishing to pursue ELA review reports independently of a national accreditor (Lindblom, Sarigianides). CARRIED. (Agenda Item VII.B)	D
	<p>NCTE/ CAEP Standards – Update and Revision Process (Troy Hicks - oral)</p> <ul style="list-style-type: none"> Hicks has worked with a number of ELATE members since February 1, 2018. In July, they submitted a draft of rubrics to CAEP. Hicks aims to have the rubrics completed by January 15th. Blackburn asked the EC to express their gratitude to the committee for their work on the standards/rubrics. <p>Update from the NCTE Presidential Team: Jocelyn Chadwick</p> <ul style="list-style-type: none"> The NCTE Presidential Team is committed to incorporating more NCTE members into task forces. In particular, the EC is making a concentrated effort to hear and incorporate more voices from members (outside of those serving in leadership positions). <p>ELATE Mentoring (Chris Goering - oral)</p> <ul style="list-style-type: none"> Goering hosted a Zoom call with multiple members of ELATE EC to discuss ELATE mentoring. Based on that meeting, they make the following recommendations: Melanie will take over the VEAL mentoring, the ELATE Online Mentoring program will remain the same for now, and next year the VEAL mentoring and ELATE GS round table will be combined. Goering said the committee is also interested in mentoring mid-career faculty (how do you move from assistant to associate professor, for example). This is an area that Goering's committee will continue working on. Blackburn said that she and Bob Fecho have started a similar mentoring program through AERA and that it can be effective to have this type of mentoring program outside of the university. Goering said the Online Mentoring Program asks that grad students write in with their interests and goals and then Goering matches them with appropriate mentors (the grad students aren't requesting specific mentors, necessarily). Goering suggested that publicizing the mentoring program is an important component to pay attention to in the future. <p>2019 ELATE Summer Conference (Chris Goering - oral)</p> <ul style="list-style-type: none"> The 6th ELATE conference will be hosted by the University of Arkansas. The conference theme is: <i>Advocacy and Activism: ELA Teacher Education to Save the World</i>. Once the budget has been voted on, more information will be shared about the conference. January 23rd is the deadline for proposals. The conference will take place: July 18-21st, 2019. EC members will need to arrive on July 17th for the EC meeting. Goering wants the conference to have a working group feel so that they have something to share at the end of the conference. Blackburn reminded the EC that they will be responsible for reviewing conference proposals in February & March. <p>CEL Liaison (Ken Lindblom)</p> <ul style="list-style-type: none"> Lindblom suggests that the Conference on English Leadership (CEL) is a group that we 	

	<p>should be working with closely.</p> <ul style="list-style-type: none"> • Suchor said ELATE has had these types of liaison relationships in the past and they have not consistently been effective and there are also budgetary considerations to adding a person to the board. • Lindblom suggested that every year ELATE members propose a panel at the CEL conference and that we invite their members to present at the ELATE conference. • Lindblom recommended having a few specific tasks that CEL and ELATE folks could collaborate on (e.g., creating a pamphlet about how to be a good cooperating teacher). • Rush recommended that there should be further discussion to determine what connections there are, from the perspective of CEL members. • Blackburn clarified that we'll continue to discuss ways to be active with CEL, but that we will not move forward with having a formal liaison added to our EC (from the CEL). 	
	<p>Action Items were discussed.</p> <p>Janet Emig Award: Discussion of Decade Award for 1979-1989 (Tara Star Johnson - oral)</p> <ul style="list-style-type: none"> • This year is the 50th anniversary of English Education. So far, Johnson has developed an issue that highlights the voices of former <i>English Education</i> editors. Johnson would like to have former <i>English Education</i> editors come together to "do something." Johnson proposed having former English Education editors work together to determine an Emig Award Winner for the 1980s.. • Blackburn recommended that there be an ad hoc committee formed to determine the 1980s decade winner and that committee should be made up of current and former English Editor editors: Johnson (chair), Rush, and Schaafsma. <p>Proposal for an ELATE Commission on Climate Change (David Schaafsma and Todd DeStigter)</p> <ul style="list-style-type: none"> • Schaafsma and a group (including DeStigter, Richard Beach, and Russ Mayo) have submitted a proposed resolution (signed by over 100 people) that they will discuss during the business meeting at NCTE. During the business meeting, they will present the resolution and people will vote. • The resolution is also connected to the proposed Commission on Climate Change. • Goering asked if the commission was too specific and if climate change might be addressed by other commissions (like the Commission on Social Justice). Schaafsma reiterated that social justice includes everything, so it's important to pinpoint specific topics/focuses (like Climate Change). • Lindblom suggested forming a task force with a very specific set of goals/outcomes, rather than a commission. Schaafsma questioned the effectiveness of forming a task force to discuss forming a commission. • Garcia, DeStigter, and Schaafsma discussed the potential for the group collaborating with others (within and outside of NCTE) around the climate change initiative. • Blackburn received a request to do a ballot vote. 	
2018.6	Motion to Approve the Commission on Climate Change (Schaafsma, DeStigter). CARRIED (Agenda Item VIII.B).	D
	<p>New business was discussed.</p> <p>Election: ELATE Recording Secretary, 2018-2020</p>	
2018.7	Motion to vote Amanda Thein as Recording Secretary. CARRIED (Agenda Item IX.Ai).	D
	<p>New business discussions continued.</p> <p>ELATE Commission Liaisons, 2018-2019</p> <ul style="list-style-type: none"> • Blackburn asked if there were any questions or concerns about the proposed liaison 	

	<p>assignments that were shared. There were none.</p> <p>ELATE Award Committees, 2018-2019</p> <p>NCTE 2018 ELATE Program Events (Luncheon, Awards Sessions, Membership Meeting)</p> <ul style="list-style-type: none"> • The ELATE Luncheon is on Friday & Sariaginides will introduce the speaker. • Blackburn asked that the EC attend the award sessions to support the award winners: <ul style="list-style-type: none"> ○ ELATE Award Session on Friday ○ Research Initiative on Saturday • ELATE membership meeting is Friday @3:30 <p>2019 NCTE Annual Convention, Baltimore, MD (Mollie V. Blackburn – oral)</p> <ul style="list-style-type: none"> • Blackburn announced that the theme will be <i>Spirited Inquiry</i> and the conference will be led by Leah Zuidema. <p>ELATE Strand and Scheduling at the NCTE Annual Convention (Chris Goering – oral)</p> <ul style="list-style-type: none"> • Goering expressed concern that a number of ELATE-related sessions have been scheduled at the same time as the ELATE Business Meeting & Social. Kirkpatrick and Suchor have been working on this issue and looking for solutions. • Goering offered a few solutions: (a) move the Business Meeting and Social to Thursday night (which conflicts with other section get-togethers), (b) there will be no other ELATE-tagged sessions during the Business Meeting and Social (but this would crunch up other times more and potentially conflict with other ELATE-related events like the luncheon), or (c) make the Business Meeting & Social a bigger event. • Rush asked if the meeting & social could be held at a later time (like 5:00 or later), but Suchor said that would conflict with general sessions. Suchor indicated that having the meeting & social on Thursday night would mean that ELATE members would need to miss other section events. • Suchor suggested the following: All EC committee members' sessions could be scheduled around big events (like the luncheon and business meeting), EC members could flag particular sessions that should not conflict with major ELATE events, sessions need to be clearly marked as ELATE, and/or tag EC members alongside the business meeting and social (so other sessions they're a part of won't be scheduled to present at the same time). • Goering asked if EC members could be tagged on the lunch and the social, and Suchor said that would be possible. 	
2018.8	<p>Motion to not schedule any other ELATE-tagged sessions during the ELATE Business Meeting and Social. (Goering, Lindblom). CARRIED (Agenda Item IX. C).</p>	D
	<p>Announcements and Thanks.</p> <ul style="list-style-type: none"> • Perry announced the 2019 NCTEAR conference to be held in February. Rich Milner and Valerie Kinloch will speak. Perry encourages people to submit proposals. • Garcia discussed the proposal for the Standards Committee Members to be able to attend NCTEAR to discuss their work. Ideally, they would like for the EC to financially support a couple committee members to travel to the conference. Blackburn clarified that there was some money allocated for the committee to meet to work in person, and 	

	they never used that money (all of their work was virtual).	
2018.9	Motion to allocate \$2500 to the CAEP Standards Committee to send members to the 2019 NCTEAR conference. (Goering, Thein). CARRIED. (Agenda Item X).	D
	Announcements and Thanks continued. <ul style="list-style-type: none"> • Blackburn expressed thanks to Anne Whitney, Ken Lindblom, and Tonya Perry for their committee service over the past few years. • Blackburn also thanked Yolanda Sealey-Ruiz for her help with the marketing materials to publicize ELATE. • Blackburn thanked Kristen for all of her work organizing the group and the conference. • Goering thanked Kristen and Mollie for all of their work. 	
	Blackburn adjourned the meeting at 3:30pm	

Respectfully submitted,
Meghan Barnes
11/16/18

ELATE EC Agenda – Monday, May 21, 2018

1. FY 2019 ELATE Budget and 2020 ELATE Conference Budget Approval (Kristen Suchor)
2. ELATE Roll-Out Strategy (Mollie Blackburn—oral)
3. 2019 ELATE Summer Conference Update (Chris Goering—oral)
4. ELATE Mentoring Recommendations (Chris Goering)
5. 2018 NCTE Convention ELATE Programming (Ken Lindblom—oral)
6. ELATE Oral History Project and Commission Proposal (Mollie Blackburn)

Minutes Executive Committee Meeting ELATE Virtual Meeting May 21, 2018

Members Present: Mollie Blackburn, Troy Hicks, Yolanda Sealey-Ruiz, Todd DeStigter, Amanda Haertling-Thein, Ken Lindblom, Leslie Rush, Sophia Sarigianides

Members Absent: Tonya Perry, Chris Goering, David Schaafsma, Anne Elrod Whitney, Robert Petrone

Ex Officio: Tara Star Johnson, Nicole Mirra, Mandie Dunn, Meghan Barnes

NCTE Staff: Kristen Suchor

Guests: None

Chair Mollie Blackburn called the meeting to order at 1:05 p.m. on Monday, May 21, 2018.

	FY 2019 ELATE Budget and 2020 ELATE Conference Budget Approval <ul style="list-style-type: none"> • Suchor provided the following information about the budgets: <ul style="list-style-type: none"> ○ Expenses are well-balanced with income this year. ○ \$6000 had been earmarked for a group meeting about the CAEP standards, but they aren't going to need to meet in person, so that money will feed back into the budget. ○ More money is being budgeted for Member Services (\$3000 more) in FY19. Those funds are aligned with the re-brand. 	
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	<ul style="list-style-type: none"> ○ Membership numbers are stabilizing and beginning to improve. Institutional subscriptions to <i>English Education</i> are trending down, but there is some extra effort being put into increasing those subscriptions. • DeStigter asked what efforts Suchor/NCTE has been making to increase membership. Suchor responded: <ul style="list-style-type: none"> ○ NCTE has looked at the renewal process over the past few years and has contracted with a vendor to take over that process so that renewal information is shared with members more consistently and clearly. Renewal rates for NCTE were very low prior to these revisions. ○ There will be a new process for getting new members. ○ In terms of institutional subscriptions, Suchor said she's not part of that team, but she knows that's the next step in the renewal process. • Suchor said that ELATE uses some of their contingency funds for research grants. The money for the research grants will slowly cause the contingency funds to decrease overall. Blackburn asked what happens if the research grant money depreciates the Contingency Fund money (i.e., the fund isn't reimbursed by the conference). Suchor said there would be a series of conversations about how to stabilize the funds prior to that happening. • For FY19, expenses are expected to be \$68000 and income will be approximately \$71000. Suchor reviewed the specific breakdown of expenses for ELATE. 	
2018:1	To adopt the FY19 Budget. (DeStigter, Lindblom) CARRIED	- - -
	<p>Summer 2019 Conference Budget</p> <ul style="list-style-type: none"> • Suchor reviewed the ELATE conference budget and indicated that we are budgeting for \$57,000 for income, however part of this will be washed out by dorm room expenditures. <ul style="list-style-type: none"> ○ ELATE will not be charged for meeting room spaces. ○ All funds will be used for speakers, food, staff travel, etc. ○ There will be a slight increase in conference registration fees each year moving forward. • Suchor said we are expecting this meeting to be a loss to the organization. Suchor is talking with Emily Kirkpatrick about strategies for increasing registration numbers and getting additional income. • Goering is putting together the planning committee now. • Blackburn asked what ideas Suchor and Kirkpatrick have discussed for additional income. Suchor said there aren't any specifics yet, but there is potential to find sponsors. Suchor clarified that any ideas would ultimately be approved by the EC and that the ELATE conference was never intended to be a money-maker and that the EC shouldn't be alarmed by the negative income from the conference. • Johnson asked if there might be some collaboration between the conference and <i>English Education</i>, since this is the 50-year anniversary of the journal. Suchor suggested that Johnson should bring a proposal to Goering and/or to the EC as a whole by November. Other EC members liked the idea of a collaboration. 	
2018:2	To adopt the Summer 2018 Conference Budget. (Haertling-Thein, Sealey-Ruiz) CARRIED	- - -

	<p>ELATE Roll-Out Strategy</p> <ul style="list-style-type: none"> • Blackburn shared the black-and-white version of the new logo with the group. The group discussed the logo and Blackburn clarified the meaning of different aspects of the image. Blackburn indicated that the colors will be a muted orange and a darker blue. • Mirra asked how/when the rebranding would affect the CITE website. Suchor said it's easiest to roll out the rebrand and rename at the same time, because it will be hard to update websites for just one aspect of the organization. Suchor suggested that ELATE begin a soft roll-out around July 1st. <ul style="list-style-type: none"> ○ For <i>English Education</i>, the new logo etc. will be incorporated into the October 2018 issue. • Sealey-Ruiz asked if we could roll out the rebranding in phases and what would that timeline look like. Suchor said the rebranding will happen in phases regardless, but she was unsure what the order of the phasing would be. The immediate, digital components (like to the CITE website) can happen immediately (as soon as the EC is ready). • Lindblom suggested that we roll out the name and logo before the conference and then provide swag at the ELATE business meeting at NCTE. • Blackburn asked for recommendations for swag. Many ideas were discussed, with the following being most popular: <ul style="list-style-type: none"> ○ To purchase: t-shirts, insulated bottle, coffee mugs. ○ To give away: stickers, pop-socket for cell phone, and lapel pins. • Suchor recommended limiting to 1-2 items to start and then producing more for the summer 2019 conference. 	
	<p>2019 ELATE Summer Conference Update</p> <ul style="list-style-type: none"> • The conference will be held July 11-14, 2019 at the University of Arkansas, Fayetteville. • The ELATE EC meeting will be held on Thursday. • Dorm rooms will be approx. \$62/night for singles; meal package is affordable. • There will be a meal gathering, but that day/time has not been determined yet. • The new proposal system (that's being used for NCTE) will be used for the ELATE summer conference as well! 	
	<p>Updating the 2012 Standards for CAEP</p> <ul style="list-style-type: none"> • Hicks put together a group to revise the CAEP standards and to draft a revision by July 1, 2018. • The group has met about once per month since February 1. They began by collecting data about the standards and peoples' experiences with the standards as possible and found that people are generally happy with the standards and are particularly interested in the social justice standards. The overall group has divided into smaller groups who are working on each of the standards (looking at language, etc.). • The group will meet next week. Troy might be requesting that the group be able to meet in-person one day before NCTE gets started. • The consensus is that not too much needs to be changed. Attention is being paid to the use of the term "adolescent" throughout the standards. • Sarigianides discussed the use of "adolescent" in the first standard for Content Knowledge, Element 2. The standard, as written, essentializes the group and assumes that "adolescents" as a group learn to read differently from any other group. She recommends just using the term "students" in general. Sarigianides also pointed out that the title of the document clearly indicates what age group is the focus. Haertling-Thein agreed with Sarigianides. 	

	<ul style="list-style-type: none"> Hicks asked if the EC had any more questions/concerns. Hicks said that he's unsure how CAEP will respond to removing the term "adolescent." <ul style="list-style-type: none"> Sarigianides said that if they're unsure about the change, it would probably be because they don't know about the history of adolescence. Blackburn recommended not underscoring the reasons why the term is problematic, and instead focusing on the redundancy of having the title <i>and</i> the term "adolescent" used throughout. DeStigter recommended asking: what do you <i>gain</i> by putting the word "adolescent" into the standard? The only thing you really gain is to drag in the social construct of adolescence that is problematic to begin with. 	
	ELATE Mentoring Recommendations <ul style="list-style-type: none"> Shoffner will take the lead on the VEAL round table and will start thinking through how to make that and the ELATE mentors more compatible. DeStigter said that they're working to get input from grad students at the outset. Haertling-Thein said she would like to see more mentoring opportunities for mid-career faculty. Dunn said scheduling at the NCTE conference caused problems for the GS round table sessions (which were scheduled for the same time as the commission meetings). Suchor said that she will talk with Julie May about resolving this morning forward. 	
	2018 NCTE Convention ELATE Programming <ul style="list-style-type: none"> Lindblom said ELATE received a number of good proposals this year. 	
	ELATE Oral History Project and Commission Proposal <ul style="list-style-type: none"> Blackburn clarified that the primary goal of the newly-proposed commission is to conduct an oral history project via interviews (etc.). 	
2018.3	To accept the adoption of the commission (Sarigianides, Hicks). CARRIED	D

Respectfully submitted,
Meghan Barnes
5/21/18

Agenda
Conference on English Education
November 16, 2017
America's Center Convention Complex, 370
St. Louis

1. Welcome & Introductions
2. Adoption of the Agenda
3. Conflict of Interest Disclaimer – *All new and continuing EC members must bring a completed 2017-18 form to the Thursday meeting and give to Kristen Suchor prior to the start of the meeting. If you forget your form, Kristen will have extras.*
(If any EC members who are rotating off need to update their 2016-17 form, please see Kristen at the meeting.)
4. Approval of the Minutes, June 2017
5. Acceptance of the Consent Agenda Reports
CONSENT AGENDA: Organizations having a large number of routine matters to approve often save

time by use of a consent agenda. This is a portion of the printed agenda listing matters that are expected to be non-controversial and on which there are likely to be no questions.

Before taking the vote, the chair allows time for the members to read the list to determine if it includes any matters on which they may have a question, or which they would like to discuss or oppose. Any member has a right to remove any item from the consent agenda, in which case it is transferred to the regular agenda so that it may be considered and voted on separately. The remaining items are then unanimously approved en bloc without discussion, saving the time that would be required for individual votes.

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By Alice Sturgis

- a. Administrative
 - i. 2017 CEE Chair Annual Report (Mollie V. Blackburn)
 - ii. 2017 CEE Awards Report (Kristen Suchor)
- b. Commissions
 - i. Commission on the Study & Teaching of Adolescent Literature (Kelly Byrne Bull)
 - ii. Commission on English Methods Teaching and Learning (Heidi Hallman and Kristen Pastore-Capuana)
 - iii. Commission on Digital Literacies and Teacher Education (Katie Rybakova and Amy Piotrowski)
 - iv. Poetry Commission (Danny Wade and Bonner Slayton)
 - v. Commission on Social Justice in English Education (Briana Asmus and Chaz Gonzalez)
- c. Publications
 - i. *English Education* (Tara Star Johnson)
 - ii. *CITE* Journal (Nicole Mirra)
- d. Other Reports
 - i. 2017 CEE-Graduate Strand (Mandie Dunn)
- 6. Commissions Reports
 - a. Commission on Writing Teacher Education (Patricia Dunn and Jim Fredricksen)
 - b. Commission on Arts and Literacies (Kathie Macro and Michelle Zoss)
- 7. Discussion Items
 - a. CEE Financial Report (Jon Coffman and Emily Kirkpatrick) and NCTE Executive Director (Emily Kirkpatrick – oral)
 - b. NCTE/CAEP SPA Update (Paul Yoder)
 - i. NCTE/ CAEP Standards – Update and Revision Process (oral)
 - c. CEE Mentorship Program (Tom McCann and Chris Goering)
 - d. L. Ramon Veal Seminar – Future and Leadership Change (Mollie V. Blackburn)
- 8. Action Items
 - a. Proposal to Establish a Commission on Family and Community Literacies (Tracey Flores and Laura Gonzales)
 - b. *What is English Language Arts Teacher Education?* Position Statement Revision

- c. Renaming of CEE
 - i. CEE Rebrand (oral)
- 9. New Business
 - a. Appointments/Elections (Mollie V. Blackburn)
 - i. Election: CEE Vice Chair, 2017-2021
 - ii. CEE Commission Liaisons, 2017-2018
 - iii. CEE Award Committees, 2017-2018
 - b. Announcements from the Chair (Mollie V. Blackburn - oral)
 - i. NCTE 2017 CEE Program Events (Luncheon, Awards Sessions, Membership Meeting)
 - ii. IFTE Conference, June 2018
 - c. Houston, TX, 2018 (Mollie V. Blackburn – oral)
 - i. Proposal Reviewers—CEE EC
 - ii. Program Chair for Houston, 2018
 - iii. Program Events & Issues
 - iv. Luncheon Speakers List
 - v. General Membership Meeting/Social Hour Program
- 10. Announcements
 - a. Thanks to outgoing CEE EC members (Mollie V. Blackburn)
- 11. Adjournment

Appendices to November 2017 CEE EC Agenda

1. CEE Constitution & Bylaws
2. CEE Executive Committee Roster 2017-18 (draft)
3. CEE EC Responsibilities and Activities Summary

Minutes Executive Committee Meeting Conference on English Education NCTE Conference, St. Louis, MO November 16, 2017

Members Present: Mollie Blackburn, Ken Lindblom, Tom McCann, Tonya Perry, Anne Whitney, Chris Goering, David Schaafsma, Amanda Hartling-Thein, Leslie Rush, Melanie Shoffner, Todd DeStigter, Sophia Sarigianides, Anne Elrod Whitney (arrived at 11), Troy Hicks (afternoon only), Yolanda Sealey-Ruiz (afternoon only)

Members Absent: Robert Petrone, Carmen Kynard

Ex Officio: Tara Star Johnson, Nicole Mirra, Mandie Dunn, Meghan Barnes

NCTE Staff: Kristen Suchor

Guests: Jocelyn Chadwick, Jon Coffman, Kirkpatrick

Chair Mollie Blackburn called the meeting to order at 9:05 a.m. on Thursday, November 16, 2017.

	Welcome and Introductions (Agenda Item I)	
	Chadwick Visit	
2017:1	To adopt the November 16, 2017, CEE Executive Committee agenda. (McCann, Schaafsma) CARRIED (Agenda Item II)	- - -
	Current members were asked to complete or update their Conflict of Interest Disclaimer form and submit to Suchor. (Agenda Item III)	
2017:2	To approve the June 2016, CEE Executive Committee meeting minutes. (McCann, Rush) CARRIED (Agenda Item IV)	- - -
2017:3	To approve the Consent Agenda. (McCann, Goering) CARRIED (Agenda Item V) <ul style="list-style-type: none"> F. Administrative <ul style="list-style-type: none"> 3. 2017 CEE Chair Annual Report (Mollie V. Blackburn) 4. 2017 CEE Awards Report (Kristen Suchor) G. Commissions <ul style="list-style-type: none"> 1. Commission the Study & Teaching of Adolescent Literature (Kelly Byrne Bull) 2. Commission on English Methods Teaching and Learning (Heidi Hallman and Kristen Pastore-Capuana) 3. Commission on Commission on Digital Literacies and Teacher Education (Katie Rybakova and Amy Piotrowski) 4. Poetry Commission (Danny Wade and Bonner Slayton) 5. Commission on Social Justice in English Education (Briana Asmus and Chaz Gonzalez) H. Publications <ul style="list-style-type: none"> 3. <i>English Education</i> (Tara Star Johnson) 4. <i>CITE</i> Journal (Nicole Mirra) I. Other Reports <ul style="list-style-type: none"> 6. CEE-Graduate Strand Report (Mandie Dunn) 	D
	<p>CEE EC liaisons reported on the work of CEE Commissions, as follows (Agenda item VI):</p> <ul style="list-style-type: none"> • Commission on Writing Teacher Education: <ul style="list-style-type: none"> ○ In their report, the Commission Co-Chairs suggested the following in response to question 5: “Advocacy on public policy. Educating the public about good (and bad) writing practices.” ○ Goering said that he’s noticing that districts are spending a lot of money to adopt lock-step writing curricula (books, programs, etc.), that might not include best writing practices. Goering suggested that the Commission on Writing could spend time educating people about writing best practices. ○ Lindblom suggested that a group of CEE members could “grade” materials that are coming out on how to teach writing, etc. Goering said he would rather not take on Lindblom’s approach because he felt it would go against many of our principles as educators. Sarigianides suggested that the rating system could be nuanced so that there is a surface-level rating that also includes a more detailed rationale as well. ○ Blackburn recommended that this discussion continue during New Business. • Commission on Arts and Literacy: <ul style="list-style-type: none"> ○ In their report, the Commission posed a question: “How are the arts a vehicle for humanization in the ELA classroom?” They are also asking if a key term/tag for “arts” could be added to the convention program. ○ Suchor said that CEE could send an email to Franki Siberson requesting that “arts” be a topic code in the 2018 program. Goering said he could be responsible for starting this process (and drafting an email) during his commission meeting on Friday. ○ The EC agreed on this approach. 	

The CEE Financial Report was given by Jon Coffman and Emily Kirkpatrick (Agenda item VII.A).

- Coffman is working to streamline the collection and reporting on data, so he has revised the visuals that will be used to share reports (moving away from spreadsheets). Coffman shared first quarter results of FY17. Coffman apologized for the delay in reporting this information. Coffman pointed out that membership in NCTE has trended downward over the past few years. NCTE is currently working to rebuild membership.
- There has been positive growth the first quarter; membership dues are below budget; expenses are tracking below; FY17 ended the year with positive income.
- Coffman reviewed the CEE Statement of Activities and the CEE Summary of Reserves.
- Coffman clarified that every NCTE group must have 1.5x annual operating expenses in their reserves.
- Shoffner asked a question about the money received from the summer CEE conference. Coffman clarified what some of the major expenses were. Shoffner said that CEE has used CEE conference money to cover losses from the contingency in the past. Shoffner said the CEE/IFTE Conference was a different situation because of the partnership across the 2 organizations – CEE made a bit more money that year than during the 2017 CEE conference. Kirkpatrick said that conferences (like CEE) are staying about the same in terms of how much money they're making and how many people are attending. Kirkpatrick said that it's challenging for conferences the scale of CEE to make a significant profit. Suchor also clarified that we treat the CEE Conference like a retreat, rather than like a "true conference."
- Shoffner said that it looked like the *English Education* journal is losing money. Coffman clarified that the journal is linked to membership and said that if membership continues to decline, then CEE will need to control costs on the journal. Coffman said that he doesn't have any data that signifies that it would be more cost effective to move the journal entirely online.
- Blackburn clarified what counts as contingency money. Coffman clarified that if CEE hits its FY17 budget, then \$6000 will be added to the contingency fund at the end of FY18.
- Kirkpatrick asked if there is anything that they aren't seeing in the statements that have been shared.
- Rush suggested that a "definitions of terms" be included with the statements to try and make the reports a bit more accessible to people who are less familiar with accounting terms. Coffman said he's trying to balance simple reporting with nuanced information. He's also still working on the visual of the report.
- Shoffner pointed out that longitudinal data is really helpful to have to understand the context that we're working in.
- Lindblom clarified that we can use information from the financial statements to understand what our members find helpful and what they want, so that we can shift our expenditures to better accommodate our membership. Lindblom suggested that it would be helpful for the reports to give the EC a sense of what some of the financial statements mean in terms of supporting membership.
- Perry mentioned that the ad-hoc committee called the Membership Support Committee, solicited information after the CEE conference about what the members need/want. Based on the results, Perry asked if CEE should be seen as more revenue-generating, rather than as a retreat, since so many people seem to find value in the conference. Some of the things that people mentioned wanting out of CEE were information about edTPA and writing SPA reports.
- Coffman said that we can make changes to our expenditures to better accommodate the needs and interests of members.
- Perry suggested that we might consider having a grant or under-writer for the conference to help us generate more income. Kirkpatrick clarified that there are procedures in place through NCTE to help connect CEE to interested sponsors. She said that a sponsor might not offer too much money to CEE because of the small scope of the conference. Lindblom said we would need to be careful to partner with sponsors

	<p>who support our vision of an beliefs about teacher education.</p> <ul style="list-style-type: none"> • Kirkpatrick said that the more she knows from CEE and about teacher education, the more she can go to bat for teacher education in the legislature. Kirkpatrick is hoping to partner with CEE in the future to have clear messages to share about teacher education and the work of CEE members. • Kirkpatrick clarified that contingency funds should be used for membership growth and innovation. She said that CEE should consider if their expenditures will add value to the organization or to membership, before using the funds. Kirkpatrick reminded the group about the low rates for rebranding and professional designers to rebrand the CEE website and logo, etc. • Kirkpatrick said the movement on CAEP stalled a bit. NCTE needs a focus group to evaluate what the path forward should be. Kirkpatrick asked that CEE determine 3-4 volunteers willing to work on this task. Kirkpatrick has been talking with ILA and it sounds like they are leaving CAEP. One reason is because the standards revision process was very challenging and because their revised standards were not approved. <p>NCTE/CAEP SPA Update (Agenda Item VII.B)</p> <ul style="list-style-type: none"> • Blackburn and Suchor provided clarification about CEE's relationship with CAEP and Paul Yoder's role. Blackburn mentioned that, like ILA, CEE also needs to revise standards and we need to decide if we want to revise our standards to align with CAEP. • Lindblom offered to facilitate a discussion between CEE and an alternative standards group he is working with in NY. Lindblom also expressed concerns about a complete break between CAEP and NCTE. • Blackburn asked if NCTE is asking for more CEE representation on the standards-review committee. Suchor clarified that the CEE members on the committee to review the CAEP-NCTE relationship do not have to be EC members. • Goering asked if the EC feels that members feel unsupported by CEE (on issues of CAEP). Perry clarified that the Member Support Committee didn't solicit information about CAEP in particular, but instead general membership needs and interests. Lindblom said that he thought, overall, people feel very supported through the SPA process. • The group discussed various ways to support CEE members through CAEP. The EC was concerned about giving too much work to Yoder and suggested that those EC members who have recently gone through CAEP could create and circulate a one-pager with recommendations and tips. 	
	Blackburn recessed the meeting for a break from 10:40-11:00.	
	<p>CEE Mentorship Program (Tom McCann & Chris Goering) (Agenda Item VII.C)</p> <ul style="list-style-type: none"> • McCann reported that the number of mentees and mentors had increased since 2016. McCann and Goering are beginning to create a "mentor toolbox" to share with mentee/mentor pairs. <p>L. Ramon Veal Seminar – Future and Leadership Change (Mollie V. Blackburn) (Agenda Item VII.D)</p> <ul style="list-style-type: none"> • Peter Smagorinsky, Cindy O'Donnell-Allen, and Michael Smith are stepping down from their work with the Veal Seminar. • The EC discussed similarities across the 3 mentor programs: the CEE Mentorship Program, the Veal Seminar, and the CEE-GS roundtable session. • The group seemed to agree that the CEE Mentorship Program was aimed at supporting mentees through their doctoral program and the job market, while the Veal seminar was aimed at helping mentees advance a particular research paper or project. • DeStigter said that Veal had a more restricted timeframe, rather than a more long-term relationship like the CEE Mentorship Program. DeStigter asked if there is (or should be) any overlap between the Veal or CEE Mentorship Programs and the Cultivating New Voices mentorship program. 	

	<ul style="list-style-type: none"> Perry said that she has been talking with CNV and that they always have more applications than they can accept and that CEE could be an alternative for those applicants. Perry also mentioned that CNV is a very expensive program and time-intensive, so if CEE does decide to partner with CNV, it will demand more time and money. Dunn distinguished between Veal and the CEE-GS roundtable: in Veal, PhD students are partnered with a researcher of their choice and pairings are more long-term; whereas in the CEE-GS session, pairings are more randomized and short term. The Veal mentorship program also offers the opportunity to work with “big names” in the field, which would be challenging for the GS members to coordinate. Generally, the group agreed that each mentorship program was slightly different: with different aims, scopes, and timeframes. Suchor suggested that, with better communication, we could differentiate between the 3 to members. Thein recommended that we might change the names of the programs, to better reflect their goals. Blackburn recommended making this a continued discussion for a smaller group. 	
2017.4	To establish a Commission on Family and Community Literacies (Goering, Perry). CARRIED (Agenda Item VIII.A).	D
	Blackburn recessed the meeting for lunch from 11:50-12:25.	
	<p>Action Items were discussed.</p> <p><i>What is English Language Arts Teacher Education?</i> Position Statement Revision (Agenda Item VIII.B):</p> <ul style="list-style-type: none"> Shoffner thanked the EC for their feedback on the June 2017 Position Statement. The group discussed providing guidelines to all CEE groups, so that all position statements shared similar elements. 	
2017.5	To adopt the Position Statement (Whitney, Johnson). CARRIED (Agenda Item VIII.B).	D
	<p>The remaining Action Items were discussed.</p> <p>CEE Rebrand (Agenda Item VIII.C):</p> <ul style="list-style-type: none"> Based on survey results, Shoffner and her committee suggested a name change from CEE to ELATE (ELA Teacher Educators). Johnson asked if the name change would affect the name of the <i>English Education</i> journal. Overall the group felt it wasn't a necessity to change the name of the journal. Perry asked how much money it might cost to rebrand, based on a name change. Blackburn responded that to do a full rebrand would cost about \$4,500 (coming from the contingency fund). Perry said this would be a good time to do an all-out rebranding if we're going to spend money at this point. The EC agreed that the final decision to change the name needs to be put in front of the CEE membership. There was some discussion about how this would happen: via electronic ballot or in-person at NCTE 2018. 	
2017.6	To present the name change (from CEE to ELATE) to the general membership (Whitney, Perry). CARRIED (Agenda Item VIII.C).	D
	<p>New Business was discussed.</p> <p>Policy Discussion (Agenda Item IX.A):</p> <ul style="list-style-type: none"> The EC agreed that they want to engage in policy discussions and to take more action in policy issues. <p>Member Support Committee updates (Agenda Item IX.B):</p> <ul style="list-style-type: none"> The EC discussed the importance of identifying potential members of CEE and helping them understand what CEE can do for them. In particular, the group identified English 	

	<p>professors who teach Methods courses, clinical faculty, and retired teachers and faculty who work with pre-service teachers.</p> <ul style="list-style-type: none"> • Thein mentioned that funding might be a challenge for some of these groups (particularly clinical faculty) that might bar them from attending national conferences. Lindblom and Perry agreed that a webinar series might be more helpful for these groups. • Shoffner said that the big issue seems to be that CEE doesn't know who we are. We might need to be exclusionary and recognize that we are here to support people who call themselves teacher educators, we don't need to support everybody who is teaching ELA. • Lindblom suggested that CEE have a CEL liaison. The group questioned if this would affect CEE finances, if this person would be expected to attend EC meetings at conferences, and how to go about inviting a liaison. Ultimately, Blackburn offered to email the CEL Chair to open a discussion about potential collaborations and more open communication across the two groups. 	
2017.7	Motion to create a CEL Liaison (Lindblom, Schaafsma). Motion Withdrawn (Lindblom).	
	Blackburn recessed the group for a break from 1:44-2:00.	
	<p>New Business discussions continued.</p> <p>CEE Rebranding (Agenda Item IX.C):</p> <ul style="list-style-type: none"> • The group agreed that this would be a good time to pursue rebranding CEE, alongside the name change. • Whitney clarified that she would prefer that we ask our membership about changing the name of ELATE before we move forward with actually changing the name or rebranding. 	
2017.8	CEE/ELATE should move forward with rebranding on a timeline concomitant with renaming (Rush, McCann). CARRIED (Agenda Item IX.C)	D
	<p>New Business discussions continued.</p> <p>YA Summit Request (Agenda Item IX.D):</p> <ul style="list-style-type: none"> • The EC read Bickmore's request for funding for the YA Summit at UNLV. • The EC questioned if they had agreed to sponsor the event. Blackburn confirmed that "no" the EC had not formally agreed to be a sponsor. • Blackburn was concerned with allocating funds for this event because we have a lot of commissions and this could set a challenging precedent to uphold. • Thein suggested starting some kind of commission grant that is competitive and that we could advertise. Whitney suggested that we add a section to the bylaws about who can ask for money and for what reason. • Blackburn also said that the money to give to Bickmore (or other, similar requests) would have to come out of the contingency funds, which doesn't seem to be what that money is for. • Lindblom suggested that we adopt a policy that we don't fund budget requests. • Perry suggested that we make \$1000 available in \$500 increments. People can apply for funding from CEE, rather than having no funds available. Goering said he likes the idea of wrapping this initiative into our rebranding. • Whitney summarized: we deny Bickmore's funding request and also note that CEE did not confirm sponsorship of the event, we have no funding for such requests, this request was not in our approved budget, and this wasn't on the agenda for this meeting. • Sealey-Ruiz suggested that we put a limited time-frame on such a fund for Commissions. For instance, we could align the funding with the rebranding for 2 years and then it's done. Blackburn agreed that this would be an excellent topic for a potential committee to discuss. 	

	<p>Appointments/Elections (Agenda Item IX.E):</p> <ul style="list-style-type: none"> • Election: CEE Vice Chair, 2017-2021 <ul style="list-style-type: none"> ◦ The group voted via private ballot. ◦ Goering was voted on unanimously as CEE Vice Chair. • CEE Commission Liaisons, 2017-2018 <ul style="list-style-type: none"> ◦ DeStigter volunteered to serve as the liaison for the Commission on Family and Community Literacies. • CEE Award Committees, 2017-2018 <ul style="list-style-type: none"> ◦ Blackburn clarified the procedures for these committees. <p>Announcements from the Chair (Agenda Item IX.F):</p> <ul style="list-style-type: none"> • NCTE 2017 CEE Program Events (Luncheon, Awards Sessions, Membership Meeting) • IFTE Conference, June 2018 <ul style="list-style-type: none"> ◦ The next IFTE conference will be a joint event with CEE/NCTE on June 21-24, 2018 in Birmingham. <p>Houston, TX, 2018 (Agenda Item IX.G):</p> <ul style="list-style-type: none"> • Proposal Reviewers—CEE EC <ul style="list-style-type: none"> ◦ The EC will review CEE-related NCTE proposals in January/February. Goering and Lindblom will represent CEE in February to work on the overall NCTE proposal. • Program Chair for Houston, 2018 • Program Events & Issues • Luncheon Speakers List: <ul style="list-style-type: none"> ◦ Recommendations will go to Suchor, who will reach out and schedule the speaker. ◦ Sarigianides recommended Jesmyn Ward or the New York Times author who wrote about school segregation. Ashley Hope Perez (Out of Darkness) could also be a good option. • General Membership Meeting/Social Hour Program 	
	<p>Announcements (Agenda Item X)</p> <p>Thanks to outgoing CEE EC members (Mollie V. Blackburn) (Agenda Item X.A):</p> <ul style="list-style-type: none"> • Blackburn thanked Carmen Kynard, Tom McCann, and Melanie Shoffner for their work on the EC. <p>During the meeting, we determined that the following tasks should be addressed:</p> <ul style="list-style-type: none"> • CAEP: 3-4 CEE members to represent CEE at CAEP discussions. Blackburn asked for recommendations. Goering recommended Donna Whit at the University of Arkansas, Sealey-Ruiz recommended Adelle Bruni-Ashley from TC, and Paul Yoder. • Put together a one-pager about SPA reports: Lindblom and Rush volunteered • Policy efforts: Lindblom and Mirra volunteered. • Distinguishing between the mentorship efforts: Sealey-Ruiz, DeStigter, Perry, Goering, Thein, Shoffner, and Dunn volunteered. • Next steps on the position statement and how that might affect other CEE groups and documents: No volunteers • Membership Support Group: Perry, Lindblom, Barnes, Mirra, Sealey-Ruiz, and Schaafsma volunteered. • Bylaws for commissions on accessing funds or procedures for soliciting funding: Whitney and Thein volunteered. 	
2017.9	<p>To adjourn the meeting (McCann, Rush). CARRIED (Agenda Item XI)</p> <p>Blackburn adjourned the meeting at 3:30 PM.</p>	D

Respectfully submitted,
Meghan Barnes
11/21/17

Agenda
Conference on English Education
June 1, 2017
Ramseyer 200, Ohio State University
Columbus, Ohio

- I. Welcome & Introductions
- II. Adoption of the Agenda
- III. Conflict of Interest Disclaimer (If any EC members need to update their 2016-17 form, please see Kristen at the meeting.)
- IV. Approval of the Minutes, November 2016
- V. Acceptance of the Consent Agenda Reports

CONSENT AGENDA: Organizations having a large number of routine matters to approve often save time by use of a consent agenda. This is a portion of the printed agenda listing matters that are expected to be non-controversial and on which there are likely to be no questions.

Before taking the vote, the chair allows time for the members to read the list to determine if it includes any matters on which they may have a question, or which they would like to discuss or oppose. Any member has a right to remove any item from the consent agenda, in which case it is transferred to the regular agenda so that it may be considered and voted on separately. The remaining items are then unanimously approved en bloc without discussion, saving the time that would be required for individual votes.

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The Standard Code of Parliamentary Procedure
By Alice Sturgis

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- B. Publications
 - 1. *CITE* Journal (Nicole Mirra)
- C. Other Reports
 - 1. CEE-Graduate Strand (Meghan Barnes)
 - 2. IFTE (Don Zancanella)
 - 3. CEE Mentorship Program (Tom McCann)
- VI. Commissions Reports
 - A. Commission on the Study and Teaching of Adolescent Literature (Kelly Bull)
 - B. Commission on Writing Teacher Education (Patricia Dunn and Jim Fredricksen)
 - C. Commission on New Literacies, Technology, and Teacher Education (Katie Rybakova and Amy Piotrowski)
 - D. Commission on the Teaching of Poetry (Danny Wade and Bonner Slayton)
 - E. Commission to Support Early Career ELA Teachers (Anna J. Small Roseboro and Claudia Marschall)

- F. Commission on English Methods Teaching and Learning (Heidi Hallman and Kristen Pastore-Capuana)
- G. Commission on Social Justice in English Education (Briana Asmus and Chaz H Gonzalez)

VII. Reports, Updates, and Action Items

- A. CEE FY17 Financial Report and FY18 Budget (Kristen Suchor)
- B. 2017 CEE Summer Conference Update (Mollie Blackburn – oral)
- C. NCTE/CAEP SPA Update (Paul Yoder)
- D. *English Education* (Tara Star Johnson)
- E. Member Support Committee (Tonya Perry – oral)
- F. Position Statement Committee (Melanie Shoffner)
- G. Renaming Committee (Melanie Shoffner)
- H. NCTE Executive Director (Emily Kirkpatrick – oral)
- I. CEE Events at NCTE 2017, St. Louis (Mollie Blackburn – oral)

VIII. New Business

- A. November 2017 CEE Vice Chair Election (Mollie Blackburn – oral)

IX. Announcements

X. Adjournment

Appendices to June 2017 CEE EC Agenda

1. CEE Constitution & Bylaws
2. CEE Executive Committee Roster, 2016-17
3. CEE EC Responsibilities and Activities Summary
4. 2017 CEE Commissions
5. 2017 CEE Awards Committees

June 2017 CEE Executive Committee Minutes (DRAFT)

Please review the attached minutes from the June 2017 CEE Executive Committee Meeting, and note any corrections that will need to be discussed at the upcoming meeting.

In addition to the minutes, you will find marginal indications of actions taken in implementation of the motions passed in June 2017 by the Executive Committee.

Marginal codes are as follows:

- D - Done.** Implementation stated or implied in the Executive Committee action has been completed.
- IP - In Progress.** Action is being planned.

R/CA - Reconsider/Current Agenda. Motion will be reconsidered in current agenda.

CA - Current Agenda. Action is advanced in the current agenda.

- - - No implementation is called for.

Comments and footnotes may have been added in some places for clarification.

Example:

2011:3 To approve the Consent Agenda as amended. (Reid, Tremmel) CARRIED
(Agenda Item V)

In voting for acceptance of the minutes, the Executive Committee will not be commenting on the marginal indications or the attached report items.

Minutes
Executive Committee Meeting
Conference on English Education
CEE Conference, Columbus, OH
June 1, 2017

Members Present: Mollie Blackburn, Ken Lindblom, Tom McCann, Tonya Perry, Anne Whitney, Chris Goering, Carmen Kynard, Robert Petrone, David Schaafsma, Nicole Mirra, Meghan Barnes, Troy Hicks (late afternoon only)

Members Absent: Amanda Hartling-Thein, Leslie Rush, Melanie Shoffner, Troy Hicks (morning & early afternoon)

Ex Officio: Tara Star Johnson

NCTE Staff: Kristen Suchor

Guests: Emily Kirkpatrick

Chair Mollie Blackburn called the meeting to order at 10:06 a.m. on Thursday, June 1, 2017.

	Welcome and Introductions (Agenda Item I)	
2017:1	To adopt the June 1, 2017, CEE Executive Committee agenda. (McCann, Whitney) CARRIED (Agenda Item II)	- - -
	Current members were asked to complete or update their Conflict of Interest Disclaimer form and submit to Suchor. (Agenda Item III)	
2017:2	To approve the November 2016, CEE Executive Committee meeting minutes. (McCann, Perry) CARRIED (Agenda Item IV)	- - -

2017:3	<p>To approve the Consent Agenda. (McCann, Goering) CARRIED (Agenda Item V)</p> <ul style="list-style-type: none"> A. Administrative <ul style="list-style-type: none"> 1. February 2017 CEE Chair Report to NCTE (Mollie Blackburn) B. Publications <ul style="list-style-type: none"> 1. <i>CITE</i> Journal (Nicole Mirra) C. Other Reports <ul style="list-style-type: none"> 1. CEE-Graduate Strand Report (Meghan Barnes) 2. IFTE Report (Don Zancanella) 3. CEE Mentoring Program Report (Tom McCann) 	D
	<p>CEE EC liaisons reported on the work of CEE Commissions, as follows (Agenda item VI):</p> <ul style="list-style-type: none"> • Commission on the Study and Teaching of Adolescent Literature (McCann) • Commission on Writing Teacher Education (Whitney) • Commission on New Literacies, Technology, and Teacher Education (Hicks) • Commission on the Teaching of Poetry (Petrone) • Commission to Support Early Career ELA Teachers (Lindblom) • Commission on English Methods Teaching and Learning (Rush) • Commission on Social Justice in English Education (Schaafsma) • Commission to Dismantle the School-to-Prison Pipeline (Perry) • Commission on Arts and Literacy (Goering) 	
	<p>The CEE Financial Report was given by Suchor, and included both the FY17 and FY18 budgets (Agenda item VII.A).</p> <ul style="list-style-type: none"> • FY17 Budget: <ul style="list-style-type: none"> ○ Suchor reported that there's room for growth in terms of increasing membership as long as finances are kept down. The FY17 report doesn't include the expenses for the CEE conference. The expenses and the income from CEE will be reflected in later reports. ○ There was some discussion about encouraging more people to attend the CEE conference. Suchor suggested that in the future CEE should present the conference as more of a retreat-like atmosphere than a formal conference. There was also some discussion about shortening the length of the conference and/or adding a Writing Retreat component to the conference. ○ Suchor reported that there are a number of subscribers to English Education who are not members of CEE. There are probably a number of people who think they're CEE members, but their NCTE memberships had lapsed. ○ CEE membership has recently decreased and NCTE has some initiatives to help with that. • FY18 Budget: <ul style="list-style-type: none"> ○ A committee has been organized within NCTE to investigate whether or not NCTE should maintain its relationship with CAEP moving forward and also to revise the 2012 Standards. There was some discussion about CEE representation in this committee and how the NCTE-CAEP relationship affects some institutions differently than others. Linblom, Perry, and Johnson expressed interested in serving on the committee. ○ Suchor reported that there is money in the budget for an in-person meeting to revise the 2012 Standards, but that other, more cost-effective meeting methods should be considered as well. ○ Concerns regarding the sustainability of CEE as membership numbers decline were expressed. Suchor reported that NCTE is currently invested in a robust renewal program by focusing on member experiences and rebranding. ○ A number of strategies for increasing membership were discussed. 	
2017:4	To accept the FY18 Budget. (McCann, Johnson) CARRIED (Agenda Item VII)	D
	Blackburn recessed the meeting for lunch 11:45-1:15.	

	<p>More reports were given.</p> <ul style="list-style-type: none"> • The 2017 CEE Summer Conference Update was given by Blackburn. Blackburn discussed the conference schedule and format, encourage EC members to attend sessions, commission meetings, and discussion groups, and thanked EC members and Suchor for their work planning and preparing for the conference (Agenda item VII.B). • A report was not received for the NCTE/CAEP SPA Update. There was discussion about the NCTE-CAEP relationship and the amount of influence that NCTE has with CAEP as well as other organizations' (like ILA and MLA) relationships with CAEP (Agenda item VII.C). • The NCTE Executive Director report was given by Kirkpatrick. There was discussion about membership trends in NCTE and CEE. NCTE's website has been overhauled and will deploy in June. There are options for CEE to rebrand their image as well. There was discussion about a potential name change for CEE (Agenda item VII.D). • Petrone reported for the Renaming Committee. Petrone reported survey results that indicated that members felt there was a disconnect between the name of CEE and the membership and aims of CEE. The group discussed names that would clarify that teacher educators in general and elementary grades teacher educators are included in CEE. Lindblom recommended that we charge a committee with exploring the name of CEE and that CEE be one of the names they consider (Agenda item VII.E). • Schaafsma gave the report for the Position Statement Committee. This committee was charged with re-describing the CEE group (Agenda item VII.F). 	
	Blackburn recessed the group from 3:00-3:10 to read the revised Position Statement draft.	
	<p>The remaining reports were given.</p> <ul style="list-style-type: none"> • The group discussed the Position Statement draft. Overall the group liked the statement and asked for electronic copies so they could review more closely and send feedback to the committee. Blackburn will check with the committee to get a date for feedback from the EC (Agenda item VII.F). • Perry reported for the Member Support Committee. The committee proposed developing a webinar series on various topics of-interest to CEE members and also inviting CNV applicants into the CEE mentorship program. The committee was tasked with developing their first webinar in the next 6 months (Agenda item VII.G). • The <i>English Education</i> report was given by Johnson. Johnson is considering various ways to celebrate the upcoming 50th anniversary of the journal. Nicole Mirra reported for <i>CITE</i> and discussed various ways she is trying to encourage more people to submit to the journal (Agenda item VII.H). • Blackburn reported about CEE Events at NCTE 2017, St. Louis. The CEE EC meeting will be held Thursday prior to NCTE, with the EC dinner that evening. Blackburn reviewed the schedule for other CEE-related events at NCTE (Agenda item VII.I). 	
	Blackburn asked the group to begin thinking about who they would like to nominate and/or elect as the Vice Chair. The Vice Chair election will take place at NCTE in November 2017 (Action item VIII.A).	
	Blackburn asked if there were any other announcements to be made (Action item IX).	
2017.5	<p>To adjourn the meeting (McCann, Goering). CARRIED (Agenda Item X)</p> <p>Blackburn adjourned the meeting at 4:08 PM.</p>	D

Respectfully submitted,
Meghan Barnes
06/06/17

SECTION 7: Commissions

2019 ELATE COMMISSIONS

Commission on Social Justice in Teacher Education Programs

Co-Chair: Amy Vetter, University of North Carolina at Greensboro, amvetter@uncg.edu

Co-Chair: Melissa Schieble, Hunter College CUNY, mschiebl@hunter.cuny.edu

Co-Chair: Terri Rodriguez, College of St. Benedict, trodriguez@csbsju.edu

Liaison: David Schaafsma, University of Illinois at Chicago schaaf1@uic.edu

Commission on Digital Literacies and Teacher Education (D-LITE)

Co-Chair: Nicole Damico, University of Central Florida, nicole.damico@ucf.edu

Lauren Zucker, Fordham University, lauren6@gmail.com

Liaison: Troy Hicks, Central Michigan University, Mount Pleasant, MI hickstro@gmail.com

Commission on the Study and Teaching of Adolescent Literature

Chair: Victor Malo-Juvera, University of North Carolina Wilmington, malov@uncw.edu

Liaison: Sophia Sarigianides, Westfield State University, MA, ssarigianides@westfield.ma.edu

Commission on the Teaching of Poetry

Co-Chair: Bonner Slayton, Moore-Norman Technology Center, Norman, OK bonnerslayton@hotmail.com

Co-Chair: Danny Wade, Washburn University, Topeka, KS danny.wade@washburn.edu

Liaison: Rob Petrone, Montana State University, Bozeman MT 59717 robert.petrone@gmail.com

Commission on English Methods Teaching and Learning

Co-Chair: Heidi Hallman, University of Kansas, Lawrence, hhallman@ku.edu

Co-Chair: Kristen Pastore-Capuana, SUNY Buffalo State, NY, pastorka@buffalostate.edu

Liaison: Leslie Rush, University of Wyoming, Laramie WY lrush@uwyo.edu

Commission on Writing Teacher Education

Co-Chair: Christine Dawson, dawson23@gmail.com

Co-Chair: Shauna Wight, Southeast Missouri State University, Cape Girardeau, swight@semo.edu

Liaison: Latrise P. Johnson, University of Alabama, Tuscaloosa, lpjohnson5@ua.edu

Commission on Arts and Literacies

Co-Chair: Katherine Macro, Niagara University, NY, kimacro@gmail.com

Co-Chair: Michelle Zoss, Georgia State University, Atlanta, zoss@gsu.edu

Liaison: Yolanda Sealey-Ruiz, Teachers College, Columbia University, NY, sealeyruiz@tc.edu

Commission on Dismantling the School-to-Prison Pipeline

Co-Chair: David E. Kirkland, New York University, New York davidekirkland@gmail.com

Co-Chair: sj Miller, University of Wisconsin-Madison, sj.miller@wisc.edu

Liaison: Todd DeStigter, University of Illinois at Chicago, tdestig@uic.edu

Commission to Support Early Career English Language Arts Teachers

Co-Chair: Anna J. Small Roseboro, NBCT, Grand Rapids, MI, ajroseboro@comcast.net

Co-Chair: Claudia Marschall, Buffalo, NY, marschallarts@gmail.com

Liaison: Amanda Haertling Thein, University of Iowa, Iowa City, amanda-haertling-thein@uiowa.edu

Commission on Family and Community Literacies

Co-Chair: Tracey T. Flores, University of Texas at Austin, traceyflores@hotmail.com

Co-Chair: Laura Gonzales, University of Texas at El Paso, gonzlaur@gmail.com

Liaison: Antero Garcia, Stanford University, CA, antero.garcia@stanford.edu

Commission on Everyday Advocacy

Chair: Cathy Fleischer, Eastern Michigan University, cathy.fleischer@emich.edu

Liaison: Nicole Sieben, SUNY Old Westbury, dr.nicolesieben@gmail.com

Commission on the History of English Education

Co-Chair: Sheridan Blau, Teachers College, Columbia University, New York, Blau@tc.columbia.edu

Co-Chair: Patricia Stock, Michigan State University, East Lansing, PLSTOCK@MSU.EDU

Liaison: Tara Star Johnson, Purdue University, West Lafayette, IN, tarastar@purdue.edu

Commission on Climate Change and the Environment in English Education (c3e3)

Co-Chair: Russell Mayo, University of Illinois at Chicago, rmayo3@uic.edu

Co-Chair: Rich Novack, Teachers College, Columbia University, richnovack@gmail.com

Liaison: David Schaafsma, University of Illinois at Chicago, schaaf1@uic.edu

Sunset: CEE Commission on Creating and Sustaining NCTE Student Affiliates

CEE Commission on In-service Graduate Programs and Professional Development

2018 ELATE COMMISSIONS

Commission on Social Justice in Teacher Education Programs

Co-Chair: Briana Asmus, Western Michigan University, Kalamazoo, briana.m.asmus@wmich.edu

Co-Chair: Chaz Gonzalez, University at Buffalo, NY, chgonzal@buffalo.edu

Liaison: David Schaafsma, University of Illinois at Chicago schaaf1@uic.edu

Commission on New Literacies, Technologies, and Teacher Education

Co-Chair: Amy Piotrowski, Utah State University, Logan, piotrowski2002@hotmail.com

Co-Chair: Katie Rybakova, Thomas College, Waterville, ME, kova1227@gmail.com

Liaison: Troy Hicks, Central Michigan University, Mount Pleasant, MI hickstro@gmail.com

Commission on the Study and Teaching of Adolescent Literature

Chair: Victor Malo-Juvera, University of North Carolina Wilmington, malov@uncw.edu

Liaison: Sophia Sarigianides, Westfield State University, MA, ssarigianides@westfield.ma.edu

Commission on the Teaching of Poetry

Co-Chair: Bonner Slayton, Moore-Norman Technology Center, Norman, OK bonnerslayton@hotmail.com

Co-Chair: Danny Wade, Washburn University, Topeka, KS danny.wade@washburn.edu

Liaison: Rob Petrone, Montana State University, Bozeman MT 59717 robert.petrone@gmail.com

Commission on English Methods Teaching and Learning

Co-Chair: Heidi Hallman, University of Kansas, Lawrence, hhallman@ku.edu

Co-Chair: Kristen Pastore-Capuana, SUNY Buffalo State, NY, pastorka@buffalostate.edu

Liaison: Leslie Rush, University of Wyoming, Laramie WY lrush@uwyo.edu

Commission on Writing Teacher Education

Co-Chair: Christine Dawson, dawson23@gmail.com

Co-Chair: Shauna Wight, Southeast Missouri State University, Cape Girardeau, swight@semo.edu

Liaison: Anne Whitney, Pennsylvania State University, University Park, PA awhitney@psu.edu

Commission on Arts and Literacies

Co-Chair: Katherine Macro, Niagara University, NY, kimacro@gmail.com

Co-Chair: Michelle Zoss, Georgia State University, Atlanta, zoss@gsu.edu

Liaison: Ken Lindblom, Stony Brook University, kenneth.lindblom@stonybrook.edu

Commission on Dismantling the School-to-Prison Pipeline

Co-Chair: David E. Kirkland, New York University, New York davidekirkland@gmail.com

Co-Chair: sj Miller, University of Wisconsin-Madison, sj.miller@wisc.edu

Liaison: Tonya Perry, University of Alabama, Birmingham, AL tperry@uab.edu

Commission to Support Early Career English Language Arts Teachers

Co-Chair: Anna J. Small Roseboro, NBCT, Grand Rapids, MI, ajroseboro@comcast.net

Co-Chair: Claudia Marschall, Buffalo, NY, marschallarts@gmail.com

Liaison: Ken Lindblom, Stony Brook University, kenneth.lindblom@stonybrook.edu

Commission on Family and Community Literacies

Co-Chair: Tracey T. Flores, University of Texas at Austin, traceyflores@hotmail.com

Co-Chair: Laura Gonzales, University of Texas at El Paso, gonzlaur@gmail.com

Liaison: TBD

Commission on Everyday Advocacy

Chair: Cathy Fleischer, Eastern Michigan University, cathy.fleischer@emich.edu

Liaison: TBD

Commission on the History of English Education

Co-Chair: Sheridan Blau, Teachers College, Columbia University, New York, Blau@tc.columbia.edu

Co-Chair: Patricia Stock, Michigan State University, East Lansing, PLSTOCK@MSU.EDU

Liaison: TBD

SECTION 8: Awards

ELATE James N. Britton Award for Inquiry Within the English Language Arts

Purpose: To encourage English Language Arts teacher development, consistent with the major goal of ELATE, by promoting classroom-based research in which teachers at any educational level raise questions about teaching and learning in their own teaching/learning settings.

“It is the continual reformulation of what we know in the light of what we perceive that matters: and the hardening of what we know into a formula that we apply ready-made instead of reformulating - that is the danger. Thus, our most powerful ideas are relatively general, relatively unformulated starting points from which we constantly reformulate.....Research findings are things we can *know* which could have bearing on what we *do* when we teach. And ‘development’ should be the name of the process of bringing this kind of knowing into relationship with this kind of doing.” p. 150—James N. Britton, *A Note on Teaching, Research and ‘Development’* in *Prospect and Retrospect: Selected Essays of James Britton*. Edited by G.M.Pradl, Boyton/Cook, 1982.

Nature of the Award:

A specially designed certificate for a maximum of three winners annually and a ticket to be a guest at the ELATE Luncheon.

Criteria for the Award:

1. Nominated work should represent classroom based research conducted by an English Language Arts teacher at any level—preschool through University.
2. Focused on a systemic study of any aspect of the inquirer’s own teaching, including collaborative research with other practitioners.
3. Published in any format/modality, including books, articles, and digital illustrations of model practices in the field, during the two-year time period under consideration.

Procedures:

1. Establish a three-member committee—appointed by the ELATE chair
2. The chair of the Award Committee will establish procedures for obtaining nominations and for selecting the finalist, in consultation with the committee. The recipient will be announced at the ELATE luncheon during the Annual Convention.
3. Nominations may be made by any Language Arts educator or by self-nomination.
4. Announcements of the procedures and of the recipients will be placed in *English Education* as well as other NCTE publications and notices will be sent to all affiliate publications and other relevant publications.

Established November 1988.

The first award was presented Spring 1990.

Beginning with the 2004 award, nominations must be received by May 1. Winners will be announced by July 1 and the award will be presented at the ELATE luncheon during the NCTE Annual Convention in November.

Beginning in 2014 Britton is awarded only in odd numbered years if nominations warrant presentation.

Visit <http://www2.ncte.org/elate-james-n-britton-award/> for a list of winners.

2019 Committee Members

Sophia Sarigianides, Chair

Latrise Johnson

David Schaafsma

ELATE Geneva Smitherman Cultural Diversity Grant

Purpose: To increase participation in ELATE on the part of teachers and teacher educators (including graduate students and student teachers) from historically underrepresented groups whose presence and whose contributions are central to the full realization of our professional goals.

Provisions: Two grants of \$500 per proposal to support travel costs, registration fees, and other expenses associated with participation at the NCTE Annual Fall Convention as well as a ticket to the ELATE Luncheon.

Eligibility: Any teacher, teacher educator, or prospective teacher (graduate students and student teachers) in the English language arts, who represents an historically underrepresented ethnic group in NCTE (African American, Asian American, Mexican American, Puerto Rican and other Latina/Latino American, and American Indian) who has not previously appeared as a presenter at an NCTE national conference and is a member of NCTE.

Criteria for Selection: Grants will be given to the applicant or applicants whose Program Proposal and past accomplishments indicate the greatest potential for contributing to the mission of ELATE.

Application Procedure:

1. Grant applicants must submit an NCTE Annual Convention Program Proposal to NCTE. The proposal may be submitted for an individual or panel presentation.
2. If the proposal is accepted, the applicants must submit:
 - a. brief letter of application explaining how they anticipate the presentation benefiting colleagues.
 - b. brief letter (no more than one page) describing your professional or pre-professional background.
 - c. brief letter of support from a senior colleague or mentor commenting on your accomplishments or promise as a teacher or teacher educator.

Deadline for NCTE Proposals: January (date fluctuates each year)

Deadline for Materials after Receipt of Proposal Acceptance: May 15th – 24th (varies by year but date is set in early fall)

Deadline for decision from committee: July 1st

Visit <http://www2.ncte.org/awards/elate-cultural-diversity-grant/> for a list of winners.

2019 Committee Members

Yolanda Sealey-Ruiz, Chair

Antero Garcia

Amanda Haertling Thein

ELATE Janet Emig Award For Exemplary Scholarship in English Education

Purpose

This award given for exemplary scholarship and educational leadership is awarded to the author of an article published in *English Education* during each calendar year. The award is given in honor of Janet Emig, Professor Emeritus of English Education at Rutgers University for her contribution to the field of English Education.

Nature of the Award

A plaque will be given to the winner. The awardee will be honored at the ELATE luncheon (a ticket will be provided) at the NCTE Annual Convention and will present at the ELATE Awards Session on his/her work.

Criteria for the Award

1. Published material of any length in *English Education* can be considered.
2. The article to be awarded must have been published within the calendar year of issues being considered.

Procedures

1. The selection committee consists of three members appointed by the ELATE Chair with one designated as Chair.
2. Nominations may be made by any member of ELATE or by self-nomination from the author, but all articles published during the year will also be considered.
3. In any given year, the selection committee might not choose to give an award.
4. Announcements of the procedures will be published in *English Education* as well as other NCTE publications and notices will be sent to all affiliate publications and other relevant publications.

Established in November, 1999

Nominations to be after the fourth or latest issue of *English Education* in each calendar year.

Beginning with the 2003 award, nominations must be received by January 31. Winners will be announced by July 15 and the award will be presented at the ELATE luncheon during the NCTE Annual Convention in November.

Visit <http://www2.ncte.org/elate-janet-emig-award/> for a list of winners.

2019 Committee Members

Todd DeStigter, Chair
Mandie Dunn
Troy Hicks

ELATE Richard Meade Award For Research in English Education

Purpose

To recognize published research-based work that promotes English Language Arts teacher development at any educational level and in any scope and setting. The Award was established in honor of the late Richard Meade of the University of Virginia for his contributions to research in the teaching of composition and in teacher preparation.

Nature of the Award

A specifically designed plaque will be given to the winner as well as a ticket to be a guest at the ELATE Luncheon.

Criteria for the Award

1. The Selection Committee may consider published material of any length and modality focused on the preparation and education of preservice and/or practicing English Language Arts teachers.
2. Eligibility extends to any research-based approach that promotes English Language Arts teacher development at any educational level.
3. Studies to be considered must have been published less than two years prior to January 1 of the year of the award.

Procedures

1. The Selection committee consists of three members appointed by the ELATE Chair; with one designated to Chair.
2. Nominations may be made by any Language Arts educator or by self-nomination from the person(s) who conducted the research.
3. In any given year, the Selection Committee might choose not to give an award.
4. Individuals will be notified that they have been nominated and asked to provide review copies of the nominated work to NCTE Headquarters.

The Richard Meade Award was established in 1988.

Beginning with the 2004 award, nominations must be received by May 1. Winners will be announced by July 1 and the award will be presented at the ELATE luncheon during the NCTE Annual Convention in November.

Beginning in 2014 Meade is awarded only in even numbered years if nominations warrant presentation.

Visit <http://www2.ncte.org/elate-richard-a-meade-award/> for a list of winners.

2018 Committee Members

Tonya Perry, Chair
Troy Hicks
Anne Whitney

ELATE James Moffett Memorial Fund Award

Purpose

To support teacher research projects inspired by the scholarship of James Moffett. The Award is given to honor the late James Moffett, one of the century's most admired educational thinkers and leaders.

Nature of the Award

A specifically designed certificate will be given to the winner, along with a monetary award (up to \$1000) to be used toward implementation of the proposed project; as well as a ticket to the ELATE Luncheon at the Annual Convention.

Criteria for the Award

Applications for the Moffett Awards should be in the form of a proposal for a project that one or more K-12 classroom teachers wish to pursue and must include:

1. A cover page with the applicant's name, work and home telephone numbers and addresses, email address, a brief profile of the applicant's current school and students and a brief teaching history(when and where the applicant has taught).
2. A proposal (not more than 5 pages, double-spaced, 12-point font) that includes an introduction and rationale for the work (What is the problem or question to be studied? How might such a study influence the project teacher's practice and potentially the practice of other teachers? Why is such a study important?); a description of the connection to the spirit and scholarship of James Moffett; initial objectives for the study (realizing these might shift during the project); a clear, focused project description that includes a timeline (What will be done? When? How? By whom?); a method of evaluating the project (What indicators might reviewers note that suggest the work was valuable to the researcher and to other teachers?); and a narrative budget (How will the money be spent?).
3. A letter of support from someone familiar with the applicant's teaching and perceived ability to implement and assess the proposed project.

Procedures:

1. Establish a three-member committee—appointed by the ELATE chair
2. The chair of the Award Committee will establish procedures for obtaining nominations and for selecting the finalist, in consultation with the committee. The recipient will be announced at the ELATE luncheon during the Annual Convention.
3. Nominations may be made by any Language Arts educator or by self-nomination.
4. Announcements of the procedures and of the recipient will be placed in *English Education* as well as other NCTE publications and notices will be sent to all affiliate publications and other relevant publications.

Beginning with the 2004 award, nominations must be received by May 1. Winners will be announced by July 1st and the award will be presented at the ELATE luncheon during the NCTE Annual Convention in November.

In 2015 the deadline was moved to late summer to allow classroom teachers time to prepare their application over the summer.

Deadline date: early-mid September (announced on website and call for applications)

Visit <http://www2.ncte.org/elate-james-moffett-memorial-fund/> for a list of winners.

2019 Committee Members

Leslie Rush, Chair
Robert Petrone
David Schaafsma

ELATE [National Technology Leadership Award](#)

Each year, the English Language Arts Teacher Educators (ELATE) identifies a recipient of the ELATE National Technology Leadership Award. The award provides an opportunity to present at the annual Society for Information Technology in Teacher Education (SITE) international conference. All NCTE members, especially ELATE members, are encouraged *to nominate themselves or a colleague* whose accepted NCTE Annual Convention proposal demonstrates cutting-edge and generative methods of integrating newer technologies into teacher education courses or workshops. In addition to teacher education faculty and graduate students, Pre-K - 12 teachers may also be nominated.

Although all nominations will be considered, members of the ELATE Commission on New Literacies, Technologies, and Teacher Education, who judge for the award, are particularly interested in identifying outstanding work in teacher education courses or professional development programs. Commission members look for presentations that

- Focus on theoretically sound and research-based methods of teaching the English language arts/literacy in which the technology is a secondary rather than primary focus;
- Use technology to create beneficial opportunities for English language arts/literacy learning that could not exist without the technology;
- Improve students' mastery of English language arts/literacy learning;
- Use technology to address challenges faced by many English language arts/literacy teachers and/or students or the broader community; or
- Introduce new methods for teaching the English language arts/literacy with the use of newer technologies in ways that show promise of working well in widely divergent educational settings.

Nominations must be e-mailed to the co-chair of the ELATE Commission on New Literacies, Technologies, and Teacher Education Committee by August 15. Each nomination must include the following:

1. Presenter's name and contact information (home and school addresses and phone numbers),
2. Session title and description (and, if possible, the session number, day and time),
3. A copy of the session proposal, and
4. A detailed statement explaining how the presentation illustrates the characteristics the award is intended to identify (see above bullet points)

ELATE Research Initiative Grants

Purpose

To support research projects that advance the work of the organization as articulated through our various [position statements](#) and [sponsored publications](#) (see www.ncte.org/cee). The research supported by this initiative should contribute to and extend ELATE's efforts to communicate what we know and believe about English education with many different audiences: state and federal policy makers, accreditation agencies, school/department administrators, researchers, teacher educators, practicing teachers and other education leaders.

Nature of the Award

A specifically designed certificate will be given to the winners at the ELATE Business Meeting/Social at the NCTE Annual Convention. Maximum number of grants to be awarded annually is determined prior to budget approval and distribution of the call for proposals. Decision is based on a percentage of investment returns within the ELATE contingency reserve fund.

Criteria for the Award

Proposals should include the following:

- Cover page that provides the following:
 - title of the proposal
 - names of the investigator(s)
 - full contact information of the investigator(s): institution, address, phone, email
 - designation of a principal contact if multiple investigators are involved
 - proposal abstract (75 words maximum)
- Narrative (1250 words maximum) clearly explaining the following:
 - aims of the research
 - question(s) to be addressed
 - key related work in the research literature
 - data to be gathered
 - methods for its collection and analysis
 - importance of the question(s) for ELATE
 - potential implications beyond ELATE
- Outline of the work timeline, noting key events and processes
- Detailed budget with rationale for all expenses
 - **Note:** The grant must be used to fund direct costs for specific research activities only. Funds may not be used to pay any indirect costs and/or overhead. The investigator(s) may determine whether funds are disbursed to the university or directly to the Principal Investigator (PI).
- CV (2 pages maximum) for all investigators

Procedures

1. The Selection committee consists of three members appointed by the ELATE Chair; with one designated to Chair.
2. Grant applications submitted by the person(s) who will conduct the research.
3. In any given year, the Selection Committee might choose not to give grants.

The Research Initiative Grants were first awarded in 2010.

Recipients will be notified by September 15 and the awardee will be presented a specially designed certificate at the ELATE Business Meeting/Social during the NCTE Annual Convention in November.

Visit <http://www2.ncte.org/groups/cee/research-initiative/> for a list of winners.

2019 Committee Members

Chris Goering, Chair
Antero Garcia
Tara Star Johnson
Stacia Long

ELATE Graduate Student Research Award

Purpose

The grant seeks to support graduate student research that contributes to and extends ELATE's efforts to examine important issues in English education. While the parameters of the award are broad, we encourage research that examines current issues in the field and offers implications for multiple audiences.

Nature of the Award

The ELATE Graduate Student Research Award provides a maximum of \$2,500 to support a specific research project conducted by a graduate student; in addition, \$500 is provided to support travel to the NCTE Convention to present that research. Graduate students at the master's and doctoral level are eligible; all applicants must be members of ELATE.

A specifically designed certificate will be given to the winners at the ELATE Business Meeting/Social at the NCTE Annual Convention.

Criteria for the Award

1. Graduate students at the master's and doctoral level are eligible; all applicants must be members of ELATE.
2. Applications should consist of:
 - Cover page that provides the following:
 - title of the proposal
 - names of the investigator(s)
 - full contact information of the investigator(s): institution, address, phone, email
 - designation of a principal contact if multiple investigators are involved
 - Proposal abstract (75 words maximum)
 - Narrative (1250 words maximum) that provides the following:
 - aims of the research
 - question(s) to be addressed
 - key related work in the research literature
 - data to be gathered
 - methods for its collection and analysis
 - importance of the research for ELATE
 - potential implications for multiple audiences
 - Outline of the work timeline, noting key events and processes
 - Detailed budget with rationale for all expenses *Note: The grant must be used to fund direct costs for specific research activities only. Funds may not be used to pay any indirect costs and/or overhead. The investigator(s) may determine whether funds are disbursed to the university or directly to the Principal Investigator (PI).*
 - CV (2 pages maximum) for all investigators

Procedures

1. The Selection committee consists of three members appointed by the ELATE Chair to serve on the Research Initiative Grant Committee; with one designated to Chair.
2. Grant applications submitted by the person(s) who will conduct the research.
3. In any given year, the Selection Committee might choose not to the award.

The Grad Student Research Award was first established in November 2015, with call developed for 2016-2017.

Recipients will be notified by September 15 and the award will be presented at the ELATE Business Meeting/Social during the NCTE Annual Convention in November.

Visit <http://www2.ncte.org/awards/elate-graduate-student-research-award/> for a list of winners.

2019 Committee Members

Chris Goering, Chair
Antero Garcia
Tara Star Johnson
Stacia Long

SECTION 9: Publications

English Education

THE OFFICIAL JOURNAL OF THE ENGLISH LANGUAGE ARTS TEACHER EDUCATORS OF THE
NATIONAL COUNCIL OF TEACHERS OF ENGLISH

The English Language Arts Teacher Educators (ELATE) is an organization concerned with the process of educating teachers of English and language arts. That education involves both the preservice and the inservice development of teachers. Recognizing the reciprocity of teaching and learning, the ELATE addresses pertinent theory and research as they inform curriculum, methodology, and certification. Included in the constituency of the ELATE are college and university teacher-educators; inservice leaders and consultants; supervisors at local, district, regional, and state levels; mentor teachers; teacher consultants curriculum coordinators and developers; teacher-researchers; and classroom teachers who work with student teachers.

Published Quarterly, *English Education* contains articles that focus on issues related to the nature of the discipline, especially as it spans all levels of instruction, and the education and development of teachers of English at all levels.



[Contemporary Issues in Technology and Teacher Education \(CITE\) Journal](#) is an online peer-reviewed journal examining the meaningful intersections between technology and teacher education. The journal has multiple sections, each focused on a specific area of interest: English Language Arts, Mathematics, Science, Social Studies, General and Current Practice. The English Language Arts section is supported by the **National Council of Teachers of English (NCTE)** and the **English Language Arts Teacher Educators (ELATE)**.

[CITE: English](#) provides a space to consider the issues found in the intersections of English education and technology. The online format of *CITE: English* encourages authors to incorporate web links, streaming video, sound files and other interactive technology into their writing.

CITE Journal is now accepting submissions addressing current issues in English teacher education, the English Language Arts and technology are always welcome, particularly those that integrate theory, research and practice. All submissions are peer reviewed.

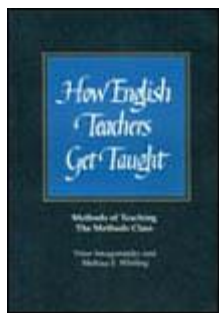
Authors may submit manuscripts online at <http://www.citejournal.org>.

For more information on submissions, becoming a member of the review board, or proposing a themed guest-edited issue, please contact the editor:

- ❖ [Nicole Mirra](#), (through June 2020)
nmirra@utep.edu
(915) 747-5276

CEE Book Series

The following books have been published in the CEE Series*:



How English Teachers Get Taught: Methods of Teaching the Methods Class

Author(s): Peter Smagorinsky, Melissa E. Whiting

How English Teachers Get Taught offers one of the first systematic analyses of the ways in which preservice English teachers learn their craft. Smagorinsky and Whiting examine how college professors across the country teach undergraduate secondary methods courses. The book explores several issues relevant to the teaching of methods courses: the five general approaches that structure the experiences of preservice teachers; the range of activities and assessments that students are involved in; and the major theoretical positions articulated through the course readings.

CEE Monographs. 173 pp. 1995. Conference on English Education and NCTE. College. ISBN 0-8141-2150-0.

No. 21500; Grade Level(s): College; \$23.95 (\$17.95)



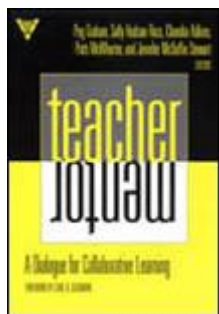
Teaching College English and English Education: Reflective Stories

Editor(s): H. Thomas McCracken, Richard L. Larson, Judith Entes

Distinguished contributors, including Jane Tompkins, W. Ross Winterowd, and Peter Elbow, reflect on the process of becoming teachers, the ever-changing nature of that process, and their professional growth over the last 30 years. We learn of the teaching philosophies and professional struggles of men and women who confronted the issues and debated and defined them further.

CEE Monograph Series. 384 pp. 1998. College. ISBN 0-8141-5037-3.

No. 50373; Grade Level(s): College; \$17.00 (\$17.00)



Teacher/Mentor: A Dialogue for Collaborative Learning

Editor(s): Peg Graham, Sally Hudson-Ross, Chandra Adkins, Patti McWhorter, Jennifer McDuffie Stewart

A group of 25 mentor teachers, 2 university faculty, and over 40 teacher candidates worked collectively to create this book, which offers sound advice based on classroom research as well as insights into how readers can invent their own collaborative inquiry communities to realize genuine reform in teaching and teacher education. A must-read for those interested in how teachers are taught, how experienced teachers develop, and how teacher education programs can thrive in mutually satisfying and rewarding ways for all.

191 pp. 1998. NCTE's Conference on English Education and Teachers College Press. Grades 9–College. ISBN 0-8077-3793-3.

No. 19077; Grade Level(s): Secondary, College; \$12.00 (\$12.00)

More information on other books of interest to College Level English Educators may be accessed on the Books portion of the NCTE Website <http://www.ncte.org/books>.

*No longer available

SECTION 10: College Forum

College Forum of NCTE

Introduction

The College Forum is a Committee of the National Council of Teachers of English formed to address issues of concern to the higher education members of NCTE. As such, it is a collaboration within NCTE of the four higher education groups, College Section, CCCC, ELATE, and TYCA, who share their common concerns and agendas with each other. The Forum also speaks as the higher education voice to the higher education community outside of NCTE to establish liaisons and collaborations with other professional associations and learned societies. Because of the double nature of the Forum's voice, both within and outside of NCTE, the leadership on the Forum articulates higher education concerns for NCTE and for the academy.

Mission

The College Forum of the National Council of Teachers of English addresses the key issues in the teaching and learning of College English.

To achieve this mission, the College Forum has the following purposes:

- Articulate concerns for further inquiry and advocacy (e.g. position statements).
- Develop strategic alliances with other higher education organizations (e.g. ACLS, AAHE).
- Identify potential projects and articulate means for carrying them out (e.g. identifying participants or investigators, possible funding sources, and potential strategies or processes).

Meetings*

Meetings are held annually during the July NCTE Executive Committee meeting and as needed during other NCTE Executive Committee meetings or via conference call.

Members*

College Forum Chair: NCTE Presidential Team Member and ACLS Rep

Chairs of Constituent Organizations (College Section, CCCC, ELATE, TYCA)

Liaison: NCTE Executive Director

Roles

Chairs of Constituent Organizations (College Section, CCCC, ELATE, TYCA)

- Contribute to College Forum meetings
- Report to their constituent group on the work of the Forum.
- Report back to the Forum on the work of their group.

NCTE Presidential Team Member (elected from College Section)

- Serves as NCTE representative to ACLS
- Shares NCTE efforts on higher education matters
- Reports on ACLS initiatives
- Establishes a conversation at ACLS focused on the scholarship of teaching

SECTION 11: NCTE Information

English Language Arts Teacher Educators (ELATE) NCTE Administrative Support – 10% FTE

The responsibilities and functions below outline the administrative support provided by NCTE staff to ELATE.

- Main point of contact on staff for the conference, responding to member needs and queries and directing questions appropriately
- Liaison between NCTE staff and the conference leadership, maintaining regular communication and enriching communication with timely information that supports and makes relevant connections to the work of the conference
- Administrative support for the conference and conference leadership, including working closely with the ELATE chair
 - Managing day-to-day operations of the conference, including budget oversight
 - Planning, drafting, and sending regular communications to ELATE members (e.g., mass emails, letters of acknowledgement, invitations, announcements) with direction from the ELATE chair as needed
 - Planning for and attendance at all conference leadership meetings, including coordination with the leadership, meeting arrangements and logistics for online and face-to-face meetings, and creation of agendas
 - Preparation prior to and coordination of onsite logistics for various conference events and programs during the ELATE biennial conference and the NCTE annual convention
 - Administration of all grants, awards, and special programs or projects in consultation with the chair
 - Administration of commissions, task forces, and other subgroups in consultation with the chair
 - Maintains, manages, and archives conference files, handbooks, member databases, website, and webpages
- Working closely with the ELATE chair to identify the conference's strategic direction
 - Facilitating the leadership's discussions and actions so they can identify issues of importance to conference members and how ELATE/NCTE can support them
 - Informing the leadership about larger NCTE goals and initiatives and how those might impact the conference's work and direction
 - Advising on the conference's budget as well as on activities likely to drive member participation and revenue generation
 - Monitoring and tracking conference expenditures, ensuring fidelity to the approved budget and activities
- Administration of annual elections
- Participates in NCTE staff projects and meetings when and if they are related to the conference's work

2018-2019 NCTE Executive Committee

NCTE Presidential Team (executivecommittee@ncte.org)

President: Franki Sibberson, Dublin City Schools, Dublin, OH

President-Elect: Leah Zuidema, Dordt College, Sioux Center, IA

Vice President: Alfredo Celedón Luján, Monte del Sol Charter School Santa Fe, NM

Past President: Jocelyn Chadwick, Harvard Graduate School, School of Education, Cambridge, MA

NCTE Executive Committee

Elementary Representative-at-Large: Jessica Martell, Central Park East 2, New York, NY

Middle Level Representative-at-Large: Aurelia Dávila de Silva, SAWP Community Center, San Antonio, TX

Secondary Representative-at-Large: Julia E. Torres, Denver Public Schools, CO

Elementary Section Chair: Roberta Price Gardner, Kennesaw State University, Kennesaw, GA

Middle Level Section Chair: Frannie Lin, Altamont Elementary School, Mountain House, CA

Secondary Section Chair: Tiffany Rehbein, Laramie County School District #1, Cheyenne, WY

College Section Chair: Shelley Rodrigo, University of Arizona, Tucson, AZ

CCCC Chair: Asao B. Inoue, Arizona State University, Tempe

CCCC Associate Chair: Vershawn Ashanti Young, University of Waterloo, Ontario

CEL Chair: Janice Schwarze, Downers Grove North High School, Downers Grove, IL

ELATE Chair: Christian Z. Goering, University of Arkansas, Fayetteville, AR

TYCA Chair: Cheryl Hogue Smith, Kingsborough Community College, Brooklyn, NY

WLU Chair: Roxanne Henkin, The University of Texas at San Antonio, San Antonio, TX

CONSTITUTION OF THE NATIONAL COUNCIL OF TEACHERS OF ENGLISH

I. NAME

The name of this association shall be the National Council of Teachers of English, hereinafter sometimes referred to as “the Association,” “the Corporation,” or “the Council.”

II. LOCATION

Its location shall be in Kansas City, Jackson County, Missouri, but it may locate its office or offices as the Board of Directors or the Executive Committee may from time to time establish.

III. OBJECT

The purpose of this Association is to improve the quality of instruction in English at all educational levels; to encourage research, experimentation, and investigation in the teaching of English; to facilitate professional cooperation of the members; to hold public discussions and programs; to sponsor the publication of desirable articles and reports; and to integrate the efforts of all those who are concerned with the improvement of instruction in English.

IV. MEMBERSHIP

The Council offers three types of membership: individual voting membership, emeritus voting membership, and student nonvoting membership. Individual voting membership in one Section of the Council shall be available to all persons engaged in the teaching or supervision of English at any school level and to all others interested in the improvement of such teaching.

V. AFFILIATED ASSOCIATIONS

A. Basic Qualifications

1. Bona fide associations of teachers of English having twenty-five or more members, including English sections of city, state, or regional teachers' associations and student groups consisting of ten or more nonvoting members of the Council and organized under faculty sponsorship, may become affiliates of the Council. Every affiliate of the Council shall appoint or elect a liaison officer for the purpose of interpreting the affiliate to the Council and the Council to the affiliate.
2. The Council recognizes the desirability of organizing affiliates at local, regional, state, or interstate levels, but normally not more than one affiliate shall be accepted into the Council from any one of these levels in any single geographic area except for justifiable reasons. Whenever applications for affiliation are received from a new association in a locality, a region, or a state in which another affiliate at the same level is already operating, the Executive Committee shall not take action on the application until at least thirty days after the application is announced in a regular communication sent by the Council to affiliates. The Council shall encourage local, regional, and state groups to affiliate with the next higher unit as well as with the Council.

B. Affiliation Fees

Affiliates shall pay annual affiliation fees, the amount of which shall be fixed by the bylaws.

C. Criteria for Affiliation

Affiliates of the Council or groups of English teachers applying for affiliation with the Council shall meet the following standards:

1. All members of the governing board either of the affiliate or the group applying for affiliation shall be members of the National Council.
2. The affiliate or the group applying for affiliation shall have a functionally written constitution which shall provide for continuity of personnel within the administration of the group (e.g., by providing either for overlapping terms for members, for rotation of officers, or for an executive officer, etc.). A copy of this constitution shall be filed in the executive office of the Council with an indication of the stated provision.
3. An affiliate or a group applying for affiliation with the National Council shall establish at least one general meeting a year for its total membership, of which a part shall be devoted to the business of the affiliate, and at least one other additional meeting a year of its governing body.
4. Each affiliate or group applying for affiliation with the Council shall designate that its secretary and/or liaison officer submit reports at least annually to the Council, and that these reports shall include:
 - a. a statement of the membership of the affiliate;
 - b. a generalized report of an annual meeting;
 - c. the results of the election of officers;
 - d. a summary of projects undertaken or contemplated;
 - e. notice of special situations and problems as they arise in the area served by the affiliate; and
 - f. notice of special needs of the affiliate or its committees.
5. Each affiliate or group applying for affiliation with the Council shall maintain some effective means of disseminating information among its members.

D. Representation at Council Meetings

1. With the exception of directors representing junior affiliates, the certified member of the Board of Directors of the Council from an affiliate or an alternate shall attend the meeting of the Board of Directors of the Council at least once in every three years or the affiliate shall be suspended.
2. The Executive Director of the National Council shall send the certified Director representing an affiliate a formal acknowledgment of certification, including an appropriate certificate; material concerning the functions, organization, and purposes of the National Council; material concerning current issues and problems to be brought to the attention of the Board of Directors of the Council sufficiently in advance of the annual meeting that the Director may confer with the affiliate or its officers and directors so as to receive instructions regarding the attitudes of the affiliate relative to current issues and problems.
3. Certified members of the Board of Directors shall report to the members of their affiliates the actions of the Board of Directors of the National Council.

E. Responsibilities of the National Council

1. The Executive Director of the National Council, assisted by other staff members, shall work to increase the services to affiliates performed by the Council and especially shall assume responsibility for the following functions:
 - a. screening the applications of new affiliates;

- b. keeping records of the activities of the affiliates;
 - c. preparing to visit affiliates for the purpose of appraisal and counsel to the greatest extent possible;
 - d. working over a period of years toward establishing a vertical and coordinated sequence of responsibility and action between the affiliates and the National Council;
 - e. helping to create a desirable uniformity in the functions and purposes of affiliates;
 - f. planning and initiating an organization of regional areas of the National Council; and
 - g. promoting positive and continuing programs of action among affiliates based upon the recommendations and policies of the National Council.
2. A publication of the National Council shall be issued regularly and frequently to all officers and directors of the National Council and to all officers and directors of affiliates.

VI. OFFICERS AND MANAGEMENT

A. Board of Directors

1. *Authority.* The Board of Directors and other Council members present at the Annual Business Meeting shall approve or disapprove official position statements on educational issues, such position statements being subject to ratification by the membership. [see Article XI.C., Annual Business Meeting] A second, separate procedure for adopting position statements may originate with the Executive Committee. An official position statement may also be adopted 1) when the Executive Committee submits it on a ballot to the entire membership and it is approved by a majority of those responding within 30 days, or 2) when two-thirds of the members of the Executive Committee have voted to approve it. The Board of Directors and other Council members present at the Annual Business Meeting shall have the further responsibility to recommend new Council programs and to advise the Executive Committee on its direction of Council operations. The Board shall receive annually reports on headquarters operations and on the activities of the Executive Committee and of all other duly constituted Council bodies.
2. *Election.* The Directors shall be chosen in the following manner:
 - a. Each local, state, or regional association affiliated with the Council and with dues fully paid shall be entitled to select one or more of its members who are also members of the National Council to serve as Directors of the Council. Any Director chosen to represent an affiliate shall be familiar with the affairs of the affiliate. All affiliates shall be entitled to name one member of the Board of Directors. Affiliates which have between 150–349 members who are also members of NCTE shall be entitled to name two members of the Board of Directors; affiliates with 350–549 such members, three directors; with 550–749, four directors; and so on, up to a maximum of six directors. Affiliates which name more than one member to the Board of Directors shall name their liaison officer as one member of the Board of Directors. Each junior affiliate shall be entitled to designate one faculty sponsor as a member of the Board of Directors. Such Directors shall serve from the opening of one annual meeting to the opening of the next annual meeting, unless in the meantime the affiliation of their association with the Council has lapsed.
 - b. Members of the Section Committees (see Article VII, Section B) shall serve as members of the Board of Directors, representing their respective Sections.

- c. Council officers, representatives at large, officers of conferences, directors of commissions, chairs of Council committees, and editors of Council periodicals shall be ex officio voting members of the Board of Directors.
 - d. Former past presidents of the Council shall be voting members ex officio of the Board of Directors.
 - e. Assemblies of the Council whose dues are fully paid shall be entitled to select one or more of their members who are also members of the National Council to serve as Directors of the Council. All Assemblies shall be entitled to name one member to the Board of Directors. Assemblies which have between 150–349 members who are also members of NCTE shall be entitled to name two members to the Board of Directors; assemblies with 350–549 such members, three directors; with 550–749, four directors, and so on, up to a maximum of six directors.
3. *Alternates.* In case a Director appointed regularly by an affiliate is unable to attend an annual meeting, an alternate may be sent provided that the alternate presents the proper credentials and fulfills all other requirements for a fully accredited Director from the affiliate group. The alternate does not, however, take over the unexpired term of office of the regularly constituted Director unless specifically selected to do so by regular constitutional process.

B. Election of Officers, Representatives at Large, and Other Officials

- 1. *Officers.* The members of the Council shall elect annually from the membership of the Council a vice president, who shall serve in the following year as president-elect, in the next year as president, and during the fourth year as past president.
- 2. *Representatives at Large.* The members of the Council shall elect from the membership of the Council three representatives at large to the Executive Committee, one each from the elementary, middle, and secondary teaching levels. All shall be classroom teachers at their respective levels at the time of nomination. All shall serve two-year terms.
- 3. *Nominating Committee.* A Nominating Committee of seven members, five elected by ballot and two appointed by the Officers, shall propose candidates for an election conducted during April and May. Candidates for election to the Nominating Committee shall be grouped by geographical region and by voting section (elementary, middle, secondary, college), with the voting sections rotating annually among the regions. The elected candidate receiving the greatest number of votes shall chair the Nominating Committee. No member elected to the Nominating Committee for two consecutive years shall be eligible for reelection until two years have passed. The chair of the Nominating Committee in any one year will serve as consultant to the Nominating Committee elected the following year.
- 4. *Election Procedures and Calendar.* The procedures and calendar for nomination and election shall be as follows:
 - a. *Nominations.* The Nominating Committee shall send to the Executive Director not later than December 15 the following slate of candidates: two candidates for vice president, two candidates for representative at large, two candidates for each vacancy on the Board of Trustees of the Research Foundation, and fifteen candidates for the five places on the Nominating Committee during the following year. Should an unexpected vacancy call for a special election (see Article VI, Section B, Part 5), the Nominating Committee shall prepare slates as requested by

the Executive Committee. The Nominating Committee shall serve from September 1 following its formation through August 31 of the next year.

- b. *Publication of the Slate.* The Executive Director shall send an announcement of the slate of candidates to the membership during the February preceding the next election.
 - c. *Petitions.* Additional names for trustees of the Research Foundation, representatives at large, and members of the next Nominating Committee may be added to the ballot by a petition signed by fifty members of the Council provided that the petition reaches the Executive Director of the Council not later than January 10, that it is accompanied by the written consent of the person nominated, that the person nominated be a member of the Council, that in the case of the representative at large the person nominated be a classroom teacher from the appropriate level, and that in the case of the Nominating Committee the person is from the appropriate level (elementary, middle, secondary, or college) for that particular region during the year in question. A separate petition shall be required for each nomination by petition.
 - d. *Balloting.* Ballots shall be sent to members of the Council on or about April 15. The deadline for returning ballots shall be June 1. In each case, the candidate receiving the greatest number of votes shall be elected.
 - e. *Announcement of Results.* Immediately after the balloting has closed and the results are known, the Executive Director shall notify all candidates. Included in the first fall mailing to the membership at large shall be a report of the results.
5. *Continuity of Officers.* If the office of the president is vacated, for whatever reason, the president-elect shall serve also as president pro tem. In that event, the Executive Committee shall appoint a member of the Council to perform the duties of the president-elect until the end of the next annual meeting. If the office of either president-elect or vice president is vacated, the Executive Committee shall follow the same procedure of appointing a member of the Council to carry out the duties of that office until the end of the next annual meeting. If the office of the past president is vacated, the quorum specified in Article VI, Section C, Part 1, shall be reduced by one.

For such vacancies, [among the office of president, president-elect, or vice president], the Nominating Committee shall submit within two months of the vacancy a slate of two candidates for a special election by the membership. The individual so elected shall assume office at the next annual meeting. Those appointed by the Executive Committee to fill the offices until that annual meeting shall not continue in succession of offices unless their names are included in the slate submitted by the Nominating Committee and they are elected by the membership. A president-elect who serves as president pro tem through the annual meeting shall succeed to the presidency, and the retiring past president shall be invited to serve an additional year on the Executive Committee. Should that person decline, the post of past president shall be left vacant and the quorum specified in Article VI, Section C, Part 1 shall be reduced by one. Should the successful candidate for vice president withdraw after the election but before assuming the duties of that office, the candidate on the same slate shall assume the duties. Should that candidate decline to serve or be unable to serve, the Executive Committee shall fill the post by one-year appointment as stipulated above.

C. Executive Committee

- 1. *Membership and Quorum.* The officers of the Council (the president, the president-elect, the vice president, and the past president), the chairs and associate chairs of the

Sections, the representatives at large, the chair of TYCA, and the chairs of the NCTE conferences (CCCC, ELATE, CEL, and WLU), shall constitute the Executive Committee, which shall be responsible for approving official NCTE policies, i.e., decisions concerning internal Council operations and structure. A simple majority of the total number of voting members of the Executive Committee shall constitute a quorum.

2. *Duties.* The Executive Committee shall take actions on position statements on educational issues approved by the Board of Directors or by the entire membership in ballots, exercising budgetary responsibility in implementing such actions. Subject to the limitations imposed by Article XII, Section A, the Executive Committee shall have the authority to approve budgets, to review annual audits, to enter into contracts, to incur debts, to invest funds, and to sell and acquire property in the best interests of the Council. Such activities shall be reported annually to the Board of Directors.
3. *Eligibility.* Although not barred from candidacy for election to the Executive Committee, editors of Council journals, directors of commissions, and trustees of the Research Foundation shall resign from those positions if they are elected to the Executive Committee.
4. *Electronic Meetings.* Any meeting of the Executive Committee may be conducted by electronic means such as conference telephone call, webinar, or similar electronic communication, so long as all persons participating are able to remain in communications contact with one another at the same time. Participation by such means shall constitute an individual's presence in person at the meeting. Provided that a quorum exists, decisions taken by vote during electronic meetings shall be deemed binding, in the same manner that decisions taken by vote during live meetings are.

VII. SECTIONS

A. Membership

Individual voting members of the National Council of Teachers of English select the Section in which they wish voting membership: Elementary Section, Middle Level Section, Secondary Section, or College Section. All individual voting members receive a subscription to *The Council Chronicle*.

B. Governance of Sections

1. *Section Committees.* Each Section shall have a steering committee known as the Section Committee, with eight elected members and with the officers of the Council serving as ex officio members of their respective Section Committees. In addition, when the voting membership of a Section exceeds 10,000, the Section Committee shall be increased by one member for each additional 5,000 voting members. Section Committee members shall usually serve for four-year terms and shall take office at the close of the November meeting following their election.

Each Section Committee shall have a chair whom the membership of the Committee shall choose from among those Section Committee members who have one or more years to serve. The term of the chair shall be two years.

In addition, when the voting membership of a Section exceeds 15,000, the Section Committee shall elect from its membership an associate chair. For each further increase of 15,000 voting members in a Section, the Section shall elect an additional associate chair. The term of office for an associate chair shall normally be two years, and the election for this office shall normally be in alternate years from the election of the Section chair. When a Section Committee member who has only one year remaining on the

Section Committee is elected as Section chair or associate chair, that member will serve an additional year on the committee in order to complete the two-year term as chair or associate chair. An associate chair with one or more years left to serve on the Section Committee at the time of the election of the next chair shall be eligible to serve as chair. If the Section Committee chooses an associate chair to serve as chair, they shall also select another member of the Section Committee to fill the unexpired term of the associate chair.

2. *Section Nominating Committees.* Each Section shall have a nominating committee of three members, elected by ballot of the membership of the Section. The candidate receiving the greatest number of votes shall chair the committee. The Section Nominating Committee shall be chosen from a slate of six candidates prepared by the Section Nominating Committee in the preceding year.

Except under one circumstance, the Section Nominating Committee shall send to the Executive Director by December 15 a slate of four candidates, two to be elected to the Section Committee; and six additional candidates, three to be elected to constitute the next Section Nominating Committee. The exception occurs when Sections reach 15,000 voting members and thus have more than eight elected members on the Section Committee, in years when more than two vacancies are to be filled, the Section Nominating Committee shall submit a slate of twice the number of candidates needed to fill all vacancies.

3. *Petitions.* Slates submitted on December 15 shall appear in the Section journals in March. Additional nominations either for the Section Committee or for the Section Nominating Committee may be added to the ballot by a petition signed by fifty members of the Section provided that the petition be accompanied by a statement of written consent from the persons nominated, that the candidates be members of the Section in question, and that the petition reach the Executive Director of the Council not later than January 10.
4. *Calendar of Events.* Ballots shall be sent to members of the Sections on or about April 15. The deadline for returning ballots shall be June 1. All candidates shall be notified immediately of the results. A general announcement to the membership shall be included in the first fall mailing to the membership.

VIII. COMMITTEES OF THE COUNCIL

In addition to the committees authorized in Article VI, B3 and C (Nominating Committee and Executive Committee) and Article VII (Section nominating committees and Section steering committees), and to affiliates (Article V), the Council recognizes the following constituent groups:

A. Committees

1. General committees appointed by the Executive Committee as standing committees or as short-term committees to carry on activities at one or more levels of instruction. Such committees shall report at designated times to the Executive Committee and Board of Directors of the Council.
2. Intra-Sectional committees appointed by the Section Committees to carry on Sectional duties. Such committees must be approved by the Executive Committee of the Council.
3. Intra-commission committees (see "Commissions" below) chosen by the commission to carry on commission activities.

B. Commissions

Commissions are authorized by the Executive Committee of the Council to carry out specific large-scale projects or studies. The director of a commission shall be appointed by the Executive Committee of the Council and members approved by the Executive Committee. A commission when authorized shall have responsibility for establishing its procedures and activities, subject to the approval of the Executive Committee of the Council. A commission shall issue progress reports and terminal reports to the Executive Committee and Board of Directors of the Council at times designated by the Executive Committee.

C. Conferences

Conferences are authorized by the Executive Committee of the Council for specific or indefinite terms with the principal responsibility for holding meetings for exchange of views on specific professional topics. The chair and other officers may be appointed by the Executive Committee of the Council or elected by the membership of the conference, as the Executive Committee of the Council authorizes when the conference is established. A conference when authorized shall have the responsibility for planning its meetings and interim activities, subject to the approval of the Executive Committee of the Council. If the Executive Committee of the Council so requests, a conference shall issue progress reports at times designated by the Executive Committee of the Council.

Approval of application for the authorization of new conferences shall be subject to minimum requirements for membership and for annual income, such requirements to be set by the Executive Committee of the Council. All individual voting members of a conference shall also be members of the Council.

D. Task Forces

Task Forces are authorized by the Executive Committee of the Council to carry out specific, targeted, high-priority projects identified by the Executive Committee. The director of a task force shall be appointed by the Executive Committee, and its members shall be approved by the Executive Committee. The chair shall issue progress reports as requested by the Executive Committee and annually to the Board of Directors.

E. Assemblies

Assemblies are authorized by the Executive Committee to serve the interests and purposes of persons who share special interests or who have jobs alike. To be authorized, an assembly must maintain a minimum membership of twenty-five, and all officers and other members of its governing board must be members of the Council. An assembly shall pay to the Council annual dues which shall be keyed to the size of assembly membership and shall follow the same schedule as dues for NCTE affiliates as stated in Bylaw 2. An assembly may set whatever individual dues its membership authorizes.

IX. THE RESEARCH FOUNDATION

A. Purpose

The Council shall maintain an educational foundation, the purpose of which shall be the financial support of research studies in English teaching, as well as other Council activities of the kinds enumerated in Article III of this Constitution.

B. Name

The name of this Foundation shall be the Research Foundation of the National Council of Teachers of English, Established in Honor of J. N. Hook.

C. Trustees

1. Management of the Foundation shall be vested in seven Trustees, none of whom shall be at the same time members of the Executive Committee, and whose policies shall be subject to approval by the Executive Committee.
2. The term of the Trustees shall be three years. One or more Trustees shall be elected each year, as needed to maintain a total of five elected Trustees. The two additional Trustees shall be appointed by the five elected Trustees, for terms varying from one to five years each, at the discretion of the elected Trustees. Any Trustee who has served six consecutive years may not serve again until at least three additional years have passed.
3. Nomination and election of the Trustees shall be conducted in the same way as nomination and election of Council officers as described in Article VI, Section B4 of this Constitution.
4. The duties and responsibilities of the Trustees shall be (a) to encourage gifts and special grants to the Foundation; (b) to manage the investment of funds not currently needed to carry on the work of the Foundation; and (c) to grant funds to qualified individuals, committees, and other groups, within or outside the Council, for specified projects of the sort for which the Foundation is established.
5. Except for the payment of reasonable compensation for services actually rendered to or for the Foundation, none of the funds or earnings of the Foundation shall inure to the financial benefit of any Trustee or of any other private person or party, but shall be used solely and exclusively for the objects and purposes of the Foundation and the Council.
6. The Trustees shall not grant or make commitments to grant funds in excess of those currently in the treasury of the Foundation.

D. Contributions to the Foundation

1. After the election of the first Trustees, the Council shall transfer to the Foundation from its accumulated earnings a sum of money to be determined by the Executive Committee. Thereafter, additional transfers of Council funds may be made as directed by the Executive Committee.
2. Council members and other individuals, groups, or corporations shall be encouraged to make donations and bequests to the Foundation, such gifts to be used at the direction of the Trustees in accordance with the purpose of the Foundation. Donors or grantors may specify the uses of their gifts if those uses fall within the purpose of the Foundation. The Trustees shall be empowered to accept or decline any proffered gifts.

X. OTHER GROUPS WITHIN THE COUNCIL

The NCTE Executive Committee may establish other kinds of groups within the Council (e.g., consortia and associations) to meet the emerging needs of its members. The Executive Committee will review such groups every three years to determine whether they are continuing to meet the needs earlier identified and if they are fulfilling their membership projections and fiscal goals.

XI. MEETINGS

A. Meetings of the Council

The annual meeting of the Council shall be held at such place and time as the Executive Committee shall designate, and shall provide in its schedule time for an Annual Business Meeting for the Board of Directors and other members of the Council. (Special meetings may be called at any time by the Executive Committee or by petition, filed with the Executive Director, of ten percent of the membership of the Council.)

B. Meetings of the Board of Directors

1. *Time and Quorum.* The Board of Directors shall meet in connection with the Annual Business Meeting at the time and place of the annual meeting of the Council. Special meetings of the Board shall be called by the Executive Director at the direction of the Executive Committee, or upon written request made three months in advance of the date for the meeting by twenty percent of the members of the Board. Twenty percent of the Board shall constitute a quorum.
2. *Exceptions.* In the event that there is no annual meeting of the Council, there shall be a meeting of the Board of Directors. In the event that a meeting of the Board of Directors shall prove impossible, the Executive Committee shall submit all required reports by mail to the Directors and shall seek by ballot votes on proposed policy statements.

C. Annual Business Meeting

The Directors present and other Council members present shall adopt any special rules governing the conduct of the meeting, including the specification of a quorum. Directors present and other Council members present may participate in debate and vote on position statements (resolutions) and other matters at the meeting. A majority of those present and voting shall be required for approval of a resolution. Each resolution so approved will be presented to the entire membership for ratification on a ballot, accompanied by explanations of the effects, positive and negative, of the statements. All resolutions forwarded to the membership must be ratified within 30 days by a majority vote in which the number of those voting for ratification equals at least ten percent of the Council's membership. Resolutions so ratified by the membership shall become official NCTE positions that go to the Executive Committee for action.

XII. BUDGETS

A. Limitation

Neither the Council nor any officer or committee shall contract indebtedness exceeding the net balance then remaining in the treasury plus fifty percent of the other assets of the Council.

B. Budgets

The Executive Committee shall consider each May a tentative budget for the next fiscal year. Proposed budget requests from constituent groups of the Council shall be submitted to the Executive Director not later than September 15. At its November meeting, the Executive Committee shall amend or confirm the budget proposed in May. Expenditures which are provided for within the budget shall be authorized by the chief fiscal administrator of the Council. Expenditures which exceed budget ceilings or support activities not provided for in the budget shall require authorization by the Executive Committee.

C. Fiscal Year

The Executive Committee shall determine the date of the fiscal year.

XIII. AMENDMENTS

A. Requirements

This Constitution may be amended by two-thirds vote of the members present at any regular meeting of the Council, provided that at least one month's notice be given to each member of the nature of any proposed amendment or addition, such notice to be sent upon the order of the Executive Committee; or by two-thirds vote of those participating in a ballot submitted to the members of the Council.

B. Proposal by Petition

If a proposal to amend this Constitution is presented to the Executive Committee with the signatures of one percent of the members of the Council, the Executive Committee shall within twelve months submit it to a vote, either giving a proper notice and bringing it before a legal meeting of the Council or sending out a ballot upon the proposal.

XIV. IRS REQUIREMENTS FOR SECTION 501(c)(3) ORGANIZATIONS

- A. NCTE is organized exclusively for educational purposes including, for such purposes, the making of distributions to organizations that qualify under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.
- B. No part of the net earnings of NCTE shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the organization shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the object set forth in section A hereof and in Article III of this constitution.
- C. No substantial part of the activities of NCTE shall be the carrying on of propaganda, or otherwise attempting to influence legislation, and the organization shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office.
- D. Notwithstanding any other provision of these articles, NCTE shall not carry on any other activities not permitted to be carried on (a) by an organization exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or (b) by an organization, contributions to which are deductible under section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code.
- E. Upon the dissolution of NCTE, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government, for a public purpose. Any such assets not so disposed of shall be disposed of by a Court of Competent Jurisdiction of the county in which the principal office of the organization is then located, exclusively for such purposes or to such organization or organizations, as said Court shall determine, which are organized and operated exclusively for such purposes.

BYLAWS

- 1. a. The annual membership fee for individual members of the Council, including a subscription to *The Council Chronicle*, shall not be more than \$50.00. The fees for all other types of membership (e.g., nonvoting student members, voting emeritus members) shall be determined by the Executive Committee.

- b. Of the annual dues of each voting member five percent shall be considered a donation to the Research Foundation of the National Council of Teachers of English.
 - c. In lieu of annual fees an individual member may pay an amount fifteen times the annual membership fee for a life membership, either in a lump sum or in six consecutive annual installments; this will include the cost of one individual voting membership each year.
- 2. The annual dues for affiliates in Class C, having between 25 and 249 members, shall be \$10.00; for affiliates in Class B, having between 250 and 499 members, shall be \$15.00; for affiliates in Class A, having 500 or more members, shall be \$25.00; and for student affiliates shall be \$2.50.
- 3. The Executive Committee shall employ an Executive Director who shall perform the functions of secretary and treasurer, and such duties as the Executive Committee may designate.
- 4. The names of the officers, the directors, and the chairs and members of all committees of the Council shall be published annually to the membership.
- 5. The minutes of the Board of Directors meeting for the preceding year shall be presented to the Board of Directors at each annual meeting.
- 6. Any time this constitution authorizes a vote of the entire membership of the Council, that vote may be conducted by electronic means. NCTE staff shall establish and oversee a secure process that validates the electronic ballots while protecting the identity of the voter.
- 7. These bylaws may be amended by majority vote of the members attending any Annual Business Meeting, provided notice of the proposed change has been given to all members at least thirty days before the meeting, or by a three-quarters vote of members attending the Annual Business Meeting.

January 2013

Governance Structure of the Council

