



2021 NCTE Affiliate Annual Report Survey

1. What is the name of your affiliate? (Please spell out.)

2. What is your affiliate's acronym?

3. Please list your affiliate's digital networks:

Website:

Twitter:

Facebook:

Instagram:

Other (s):

4. What is your full name?

5. What is your role in the affiliate?

- President
- Liaison Officer
- Executive Secretary
- Other (Please specify.)

The following questions ask how your affiliate relates to its members.

6. How do you connect your members to one another? (Check all that apply.)

- President's letter
- Newsletter - print only
- Newsletter - electronic only
- Print newsletter posted on website
- Journal - print only
- Journal - electronic only
- Print journal posted on website
- Listserv
- Website
- Social Network such as Instagram, Twitter, or Facebook
- Other (Please specify.)

7. What tactics does your affiliate use to recruit / retain members? Check all that apply.

- Include membership in conference registration.
- Use a list of NCTE members in your area.
- Use membership materials that show how the affiliate helps educators with what's important to them (e.g., state standards, professional development credit, intellectual freedom).
- Involve members in affiliate activities (e.g., social media, listservs, convention meetings).
- Provide teacher educators with membership flyers for their students.
- Ask members to solicit new members through an "each-one/reach-one" campaign.
- Discount membership for new teachers.
- Discount membership for students.
- Offer incentives for members to join (e.g., gift items, discounts).
- Other (Please specify.)

8. How do you find out what your affiliate's members need? (Check all that apply.)

- We survey them.
- We monitor our listserv.
- We monitor our social network.
- We talk at a board meeting.
- We ask for feedback at annual conference or annual members' meeting.
- We haven't asked our members what they need.
- Other (Please specify.)

9. How do you attract and retain preservice and early career teachers to/in your affiliate? (Check all that apply.)

- We honor preservice teachers at our convention.
- We give preservice teachers awards and/or scholarships.
- We market our affiliate to preservice teachers.
- We invite preservice teachers to our annual conference.
- At our annual conference, we hold special sessions for new teachers.
- We give out new-teacher packets.
- We provide mentors for new teachers.
- We provide reduced or free memberships for new teachers.
- We nominate early career teachers to receive the NCTE Leadership Development Award.
- We support the development of student affiliates in our area.
- We have a representative from the student affiliate(s) in our area sit on our board
- Other (Please specify.)

10. Does your affiliate hold at least one annual meeting for the affiliate's membership that is, at least in part, devoted to the business of the affiliate, as required of all NCTE affiliates?

- Yes
- No

If you responded no, please explain.

The following questions concern your affiliate's operations.

11. Please indicate which of the following policies your affiliate has adopted that are required by the IRS for all 501(c)(3) nonprofit organizations that file 990 tax forms and that are recommended for other nonprofit organizations as well. Please check all that apply.

- Code of Ethics
- Conflict of Interest Policy
- Document Retention and Destruction Policy
- Whistleblower Policy
- Joint Venture Policy
- Compensation Policy

12. List up to three of your affiliate's most outstanding accomplishments during the past year and why they were outstanding. (Please include a one- to three-sentence description per accomplishment.)

13. Identify up to three issues (operational, policy, etc.) that concern your affiliate.

14. Do you connect with other affiliates or affiliate leaders in your region?

- Yes
- No

15. If you do connect with other affiliates or affiliate leaders in your region, check all the answers below that describe that connection.

- Planning and/or participating in regional conferences
- Providing seed money for regional conferences
- Exchanging journals or newsletters
- Planning and/or participating in one another's conferences
- Advertising one another's conferences
- Following up after the Affiliate Leadership Meeting
- Networking with other affiliate leaders
- Sharing ideas on affiliate projects or management
- Other (Please specify.)

16. Please note that the following items must be sent by email to affsec@ncte.org by July 15.

- [Roster of officers](#) and [NCTE Affiliate Director Form](#), including position titles, street addresses, telephone numbers, and emails.
- A statement verifying that all your officers are members of NCTE.
- The affiliate's budget/financial statement for the past year. Use your own form or [this one](#).
- The affiliate's most recent constitution.
- The affiliate's Policy on Involvement of People of Color. View [NCTE's policy](#) as a model.
- Minutes of all meetings the affiliate had this past year. If you add affsec@ncte.org to the roster of officers to receive minutes, we'll get them throughout the year.
- The [Information Exchange Agreement](#) or a statement that your affiliate does not wish to participate.
- Copies of any affiliate newsletters and journals. If you haven't already put affsec@ncte.org on your list of "members" to receive your publications, please do so now.

The following questions concern your affiliate's engagement with the NCTE Standing Committee on Affiliates (SCOA).

* 17. Please check all the answers that apply concerning the email newsletter sent to affiliate leaders by the NCTE Standing Committee on Affiliates.

- Our affiliate leaders receive the newsletter.
- We forward the newsletter to our members.
- We repurpose the news from the newsletter into our newsletter.
- We put news from the newsletter on our website.
- We act on the information offered (e.g., we apply for an award or register for an online conversation).
- We are not receiving the newsletter.
- Other (Please specify.)

18. Please provide any feedback you have on the newsletter (e.g., most valuable content, things you would like to see in the future).

19. Does your affiliate know about the sessions the NCTE Standing Committee on Affiliates sponsors each year at the NCTE Annual Convention? Does a representative of your affiliate attend these sessions?_

	We don't know	We don't attend	We sometimes attend	Yes, we attend
Two Concurrent Sessions sponsored by the Standing Committee on Affiliates (SCOA)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Affiliate Breakfast on Sunday	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Affiliate Extravaganza on Sunday	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

20. In what ways can your NCTE Standing Committee on Affiliates regional representative help you?

The following questions concern your relationship with the National Council of Teachers of English (NCTE).

21. Please list recommendations or suggestions for how NCTE could serve your affiliate better.

22. Would you like to engage with NCTE and/or an NCTE volunteer policy analyst on state policy?

- Yes
 No

23. Please describe any current, specific, state policy issues on which you would like to engage with NCTE and/or an NCTE volunteer policy analyst.