NADE ANNUAL REPORT

2013-2014
Annual Report 2013-2014

Table of Contents

Executive Summary
Members of the 2013-2014 Executive Board
President’s Report for the Board
President-elect’s Report
Vice President’s Report
Treasurer’s Report
Secretary’s Report
Immediate Past President/Emeritus Chair’s Report
Conference Manager’s Report
Council for the Advancement of Standards in Higher Education (CAS) Director’s Report
Certification Council Report
Committee Coordinator’s Report
SPIN Chair’s Report
Council of Learning Assistance and Developmental Education Associations (CLADEA) Liaison’s Report
Database Manager’s Report
Executive Summary 2013-2014

Building on the work that was started by the 2012–2013 NADE Executive Board, the 2013-2014 NADE Executive Board focused on heightening the public’s awareness of the organization and strengthening the internal operations of the association. Our SPINs, Committees, Councils, and Chapters provided advice. Representatives from NADE were present at a number of national meetings including Convening on Developmental Education, New Jersey Student Success Summit, National College Learning Center Association, College Reading and Learning Association, Association of Tutoring Professionals, National Institute for Staff and Organization Development, Association for the Study of Higher Education, National Academic Advising Association, American Mathematical Association of Two Year Colleges, Forum for Access and Continuing Education, Conference on Acceleration, Technology Institute for Developmental Education, National Summit on Developmental Mathematics, and numerous state chapter meetings. Each of the reports included in this document will highlight the work this Board has accomplished over the past year. Major accomplishments include:

- Updated NADE Website, added a blog space for DE issues, and provided a repository for research
- Updated NADE logo and marketing materials
- Added a new state chapter in Arizona
- Reviewed bids for NADE executive assistant position
- Partnered to develop Student Voices project and video
- Co-sponsored the National Summit on Developmental Mathematics
- Established a Memorandum of Understanding with the Southern Education Foundation
- Worked with the Certification Council to pursue Council for Higher Education Accreditation (CHEA) recognition
- Supported the Certification Council efforts to create support modules for institute attendees, present concurrent sessions at conferences; provide national institutes and informational sessions about certification. The Council will continue to assist colleges to understand their programs through a process that encourages internal examination and action plans to improve programs. This year six programs will receive certification as they complete the process.
- Provided workshops in Student Retention, Using Data to Improve Student Success, Implementing Change in Developmental Education, Refining Advising, Assessment, and Placement, Integrated Reading and Writing, Redesign, Rise of Professionalism in Developmental Education, Reading and Writing Across the Curriculum.
- Participated in a number of interviews for state and national publications that included the Chronicle of Higher Education, Community College Spotlight, Stateline – the Pew Charitable Trust, The Journal of Developmental Education, Los Angeles Times, NADE Newsletter, state developmental education newsletters, and the Wall Street Journal. The Board also crafted position statements and produced press releases on behalf of NADE.
- Joined with The National Center for Developmental Education (NCDE) in writing and mailing a letter voicing concerns and proposed changes in developmental education to all Congressional leaders involved in higher education policy. The letter was accompanied by a
list of The Principles for Creating State Wide Innovations in Developmental Education published by NCDE and NADE.

- Continued to promote the efforts of student success in postsecondary education via a relationship with The Council of Learning Assistance and Developmental Education Associations (CLADEA). This year NADE was proud to be included as one of the organizations that supported the CLADEA publication, *Meaningful Access and Support: The Path to College Completion*, a white paper written by Martha E. Casazza with Sharon L. Silverman.
- Selected five new chairs for the following committees: International, Marketing, Professional liaison, Professional Development, and Political Liaison.

Major revisions to the NADE website have provided a way for this membership to increase its communication and collaboration with national organizations, establish and increase social media utilization, and create a more immediate pathway for information dissemination.

NADE has continued to make major contributions to the field via representation and presentations at national conferences and meetings, inclusion in numerous national publications, sponsorship of national summits, workshops on course and program redesign, and certification of institutional programs. This work needs to continue, and this membership has much to offer in effectively using its voice to make an impact at the national level.

Our primary mission revolves around preparing underprepared students to be more successful. We know that education is the key to opportunity for a better life for all people and a more productive society. Students who arrive at open access institutions underprepared for college coursework deserve to be given the time they need to improve their skills so they move into college coursework and complete their chosen programs of study. NADE continues to make its mark nationally, and we must keep moving forward.
Members of the 2013-2014 NADE Executive Board

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The NADE 2013-14 Executive Board’s activities aligned with previously established goals that focused on strengthening the infrastructure, internal units, external connections, and image of the organization. The Board continued to increase its presence and visibility in the national developmental education agenda. The Board revised and added to research-based position statements dealing directly with program and structural changes being imposed through legislation in a number of states including Florida, Texas, Colorado, Connecticut, Mississippi, Louisiana, Arkansas, Wyoming, and Virginia.

Along with the imposed changes occurring in a number of states, the NADE Board began discussing how our organization could work on reshaping the narrative of developmental education. As a Board we focused on ways to provide information to help our members better understand legislation being imposed in a number of states that directly impacted developmental education. We determined that communicating our message via the media, email blasts, and the NADE blog would be the way to start. It was readily apparent that our members needed access to information that they could use in communicating with policymakers in their states. NADE has continued its efforts to provide a more accurate perspective and interpretation of the research in our field, participate in national meetings that add to our visibility, and forge alliances with others who understand that our student population needs a strong voice at the state and national level. The 2013-14 Board continued the Goals as outlined in the Strategic Plan formulated by the 2012-2013 Board.

**2013-2014 Goals:**

- **Goal I:** Strengthen NADE’s Image
- **Goal II:** Strengthen NADE's Infrastructure
- **Goal III:** Strengthen NADE's Internal Units
- **Goal IV:** Strengthen External Connections

**Accomplishments:**

- Responded to questions posted on the NADE blog
- Quoted in more than 20 state and national publications on developmental education issues
- Maintained communication with Certification Council
- Maintained communication with Committee and SPIN Coordinators
- Reviewed budgets and bi-annual reports submitted by committee and SPIN chairs
- Presented questions and concerns from various committees to the Board
- Assisted in coordinating times for award presentations for the 2014 national conference
- Reviewed conference materials and provided input when appropriate
- Assisted in writing letters to potential conference guests and speakers
- Represented NADE at state and national conferences
Made presentations on behalf of NADE at state and national conferences
Developed a Memorandum of Understanding with the Southern Education Foundation
Presented at a number of meetings and conferences in New Jersey, Arkansas, Wyoming, North Carolina and Florida.
Submitted NADE Newsletter articles
Submitted “NADE News” articles to the Journal of Developmental Education
Read articles and other publications to keep abreast of the latest research and concerns regarding developmental education

Goal I: Strengthen NADE’s Image

- **Increased sphere of influence on national level**
  - Served as a keynote speaker for the New Jersey Student Success Summit
  - Presented a three-day workshop in Wyoming on developmental education redesign and implementation
  - Presented an all-day workshop at Advanced Kellogg on the integration of academic and student affairs
  - Attended several Developmental Education meetings in Florida sponsored by the State College System office
  - Served as a keynote speaker and participant in a number of Florida Focus group sessions sponsored by Pearson Education
  - Collaborated with Project Connect2Complete (College Compact) to address issues with programs being impacted by Complete College America agenda
  - Hosted colleges from Colorado and Wyoming that sent faculty and administrative groups to Florida to discuss the implementation of developmental education program redesign.
  - Participated in numerous conversations with NADE chapter officers across the country concerning the status of developmental education in relationship to the community colleges and state legislation
  - Redesigned NADE logo, produced new NADE brochures, designed new signage for travel presentations.
  - Continued expanding the use of social media
  - Resolved many of the NADE website issues and improved communications with external groups.

Goal II: Strengthen NADE's Infrastructure

- **Continued to clarify the restructuring of Board roles and responsibilities**
- **Mentored newly elected Board officers**
- **Cultivated and supported leaders**
  - Identified and appointed new leaders in the organization
  - Successfully recruited several candidates for incoming Board positions
o Sponsored a Board strand featuring graduate students in the field of developmental education
o Introduced the first Graduate Student Reception sponsored by Cengage Learning
o Offered additional scholarships to graduate students to assist with the research agenda
o Increased recognition of members through awards and scholarships
o Provided information, inspiration and direction at the Leadership Congress meeting

**Maintained revenue sources with external partnerships**
- Reviewed and maintained a fiscally responsible budget and allocation process
- Worked with Pearson Education to provide additional services to members including a “Student Voices” video
- Reviewed Association financial records prepared by NADE treasurer, which were found by a CPA to be fiscally responsible
- Worked with conference teams on budget issues

### Goal III: Strengthen NADE's Internal Units

**Increased sphere of influence for chapters within NADE by:**
- Working with members to establish a new NADE chapter in Arizona
- Mentoring chapters in terms of political advocacy, lending advice on legislative changes, writing letters that chapters could issue to policymakers, communicating with numerous Chapter leaders via phone and email, and attending chapter conferences

**Increased sphere of influence of Committees and SPINs in service to the Board by:**
- Providing strategic information at the Leadership Congress
- Examining the function of each Committee and Spin to determine effectiveness

**Increased sphere of influence of Councils and Cabinets by:**
- Examining the purposes and scope of work of each group and making recommendations that included utilizing the talents of these groups to grow the influence of the organization
- Encouraging Emeritus Council members to represent the Board at state meetings and gatherings

**Maintained and increased services to members by considering future collaborations with Pearson and Cengage Learning to provide support to members as well as working on improving the NADE website**

**Maintained the quality of NADE publications (Digest, Newsletter, JDE) by contributing to these publications and supporting the operation.**

**Increased dynamic impact of the annual conference by:**
- Preparing agendas and attending face to face planning meetings in Dallas TX and Greenville SC.
- Working with the 2015 Conference Committee to ensure a good conference filled with information and strategies
- Establishing Board sponsored Strands that allowed for dissemination of information and discussion with policymakers, media representatives, and future NADE leaders
- Ensuring a visible Board presence at the conference

**Examined, put out bids, and interviewed three companies interested in assuming the role of the organization’s new Executive Assistant**
Signed a new contract with the current Conference Manager
  o Researched possible locations for NADE 2017
  o CM attended the September and December face to face meetings to assist with current and future conferences
  o Reported and clarified issues at the monthly conference call meetings

Goal IV: Strengthen External Connections

- Maintained positive working relationships with reciprocal organizations
- Authored numerous statements about the changes in developmental education
- Provided position statements in NADE newsletters and provided statements for inquiring groups.
- Provided research links on the NADE Blog for a wide variety of topics surrounding developmental education
- Worked with Pearson Education on student success initiatives including Student Voices video
- Negotiated a Memorandum of Understanding with the Southern Education Association
- Volunteered to be a part of a video on developmental mathematics produced by Starlink, a company associated with Dallas County Community Colleges
- Provided for a NADE presence at Convening on Developmental Education, National College Learning Center Association (NCLCA), College Reading and Learning Association (CRLA), Association of Tutoring Professionals (ATP), National Institute for Staff and Organization Development (NISOD), Association for the Study of Higher Education (ASHA), National Academic Advising Association, American Mathematical Association of Two Year Colleges (AMATYC), Forum for Access and Continuing Education (FACE), Conference on Acceleration, and Technology Institute for Developmental Education (TIDE)
- Discussed certification requirements, needs of developmental education student population, and state policy formation with numerous state groups and administrators in community colleges across the nation concerning issues and concerns in developmental education
- Quoted in a number of newspaper articles focusing on developmental education including the Chronicle of Higher Education, Community College Week, Community College Spotlight, Florida Center for Investigative Reporting, LA Times, Stateline News, and the Florida Times-Union
- Assisted in the authoring of a developmental education implementation plan that received recognition by the Florida State College Board of Trustees
- Featured in Blue Wave News for contributions to the field of developmental education
- Featured in the Jacksonville Business Journal under “People on the Move”

Recommendations for Future Actions:

- In addition to the suggestions for future actions presented in this Annual Report, consider these:
  o Consider a stronger membership campaign. In reviewing the NADE Database Manager’s Report, individual memberships have increased slightly from last year, but institutional memberships have declined. We have not placed emphasis on the recruitment of new members and renewal of existing memberships. While our overall
membership has increased gradually, strengthening our membership is vital to the existence of this organization, and should be a priority.

- Strengthen the Political Liaison, Marketing, Membership, and Research Committees. All of the NADE Committees are important, but with the current state of affairs revolving around developmental education these groups could be extremely helpful to the Board.
- Ask more from your Emeritus Cabinet members. These former NADE leaders can provide valuable advice and guidance to the Board.
- Examine opportunities that may lead to entrepreneurial partnerships and professional alliances with organizations that share similar goals with NADE. This could add to the funding base of the organization as well as increase our standing in the national arena.
- Work on developing new state chapters and increasing the professional development opportunities for existing chapters.
- Focus on helping our membership understand the importance of collecting data that will add to our research base in the field. We must also provide guidance on how this data can be used to accurately interpret the success and completion rates of students enrolled in developmental education courses across the country.
- Provide more workshops, summits, and forums to our members that will provide them the tools they need to become engaged in redesign efforts. Because so many states across the country are making changes in developmental education programs, this needs to be more than just communicating these changes. NADE needs to provide leadership on how these changes can be made. In other words, “show practitioners how to do it.”
- Do more to work with institutions that offer doctoral programs in developmental education. Work harder to support the graduate students in these programs. Many of them will become future NADE leaders.
- Make more use of social media and the NADE website to reach members quickly. This allows us to address key issues as they arise.
- Continue working on developing more professional marketing pieces including brochures and table displays
- Continue to Increase the number of awards and scholarships that are given each year. Our members need to be shown that NADE appreciates their achievements in the field.
- Focus on building interest in Committee and SPIN participation. In addition, recruit more Committee and SPIN leaders.
- Continue contributing to the national conversation on developmental education.
President-elect’s Annual Report 2013-2014
(Submitted by Taunya Paul, NADE President-elect)

Responsibilities:

- Serve on the NADE Board to assist with various functions including participation in meetings and submission of reports and activities.
- Develop and update NADE marketing materials.
- Serve as board liaison to the NADE Certification Council and the Committee and SPIN Coordinators.
- Work with Certification Council to pursue recognition of NADE developmental education accreditation through the Council for Higher Education Accreditation.
- Assist in preparation of statements issued by NADE in response to national issues affecting developmental education.
- Build relationships with national and international figures and represent NADE at state and national conferences.

Activities:

- Communicated regularly with the Executive Board by participating in conference calls, meetings, emails, and phone conversations.
- Maintained regular communication with Certification Council and Committee and SPIN Coordinators.
  - Reviewed budget, annual goals, and reports submitted by the Certification Council, committee and SPIN chairs and submitted them for board approval.
  - Helped recruit and select new committee chairs for the Marketing, Professional Liaison, Professional Development, and Political Liaison Committees.
  - Served as liaison to the executive board to represent questions, concerns, and issues of importance to the certification council, committees, and the SPINs.
  - Worked with the Certification Council to research and begin the process of developing the standards for recognition by the Council for Higher Education Accreditation.
- Reviewed NADE national conference materials and provided input when appropriate. Participated in onsite visits with 2014 and 2015 national conference planning teams.
  - Reviewed conference budgets, met with conference planning teams, and communicated with NADE Marketing Committee Chair concerning NADE booth set-up and recruitment of volunteers.
  - Participated in planning and development of the executive board sponsored strand and workshops and Leadership Congress.
- Reviewed NADE contracts and revisions to the Policy and Procedures Handbook.
- Submitted NADE Newsletter articles.
- Contributed to national report on Developmental Education, “Getting Past Go.”
- Anchored a leg of a web jam for Knowledge and the Public Interest.
- Represented NADE at national and state venues for developmental education including NextDev Challenge, National College Learning Center Association, College Reading and Learning Association, South Carolina Association for Developmental Education, Conference on Acceleration, and the Kellogg Institute.
Recommendations for 2014-15:

- Work on internal operations of NADE and develop updated marketing materials.
- Complete the documentation for CHEA recognition of the NADE accreditation process.
- Encourage and showcase innovative projects and accountability measures.
- Strengthen connections with national stakeholders to provide leadership, promote innovations, and reshape the national narrative on developmental education.
Vice President’s Annual Report 2013-2014
(Submitted by Marguerite MacDonald, NADE Vice President)

Responsibilities:

- Contribute to NADE Executive Board activities, processes, and initiatives.
- Maintain strong connections with chapters.
  - Maintain communications with chapter leaders
  - Assist chapters in remaining in “good standing”
  - Maintain records of chapter leaders, activity reports, and grants
- Serve as the liaison between Chapters and the Executive Board.
- Serve as the liaison for new chapter creation.
- Serve as the liaison between Experient, conference co-chairs and Conference Planning Manager (CPM) for the 2014, 2015, and 2016 conferences.
- Represent NADE at chapter and reciprocal organization conferences.
- Develop power point presentations for each NADE conference.

Activities:

Contributions to NADE Board Activities:

- Engaged in regular communications with Executive Board by participating in conference calls, meetings, email, and phone conversations.
- Submitted NADE Newsletter articles.
- Represented NADE at the CRLA Conference in Boston.
- Reviewed communications and responded to questions from the 2014 conference co-chairs and Chapters regarding the Leadership Congress.
- Facilitated meeting with chapter leaders at the Leadership Congress
- Reviewed conference materials and provided input when appropriate.
- Co-facilitated a NADE Board Strand at the 2014 NADE Conference.
- Read articles and other publications to keep abreast of the latest research and concerns regarding developmental education.
- Maintained Travel Chart for the NADE Board.
- Compiled list of Chapter fee waivers for conference.
- Served as Project Manager for “Student Voices” video.

Representing NADE at Chapter Conferences and/or Activities:

- April 2013: Represented NADE at PADE (Lancaster, PA)
- September 2013: Represented NADE at CalADE (College of San Mateo)
- November 2013: Represented NADE by providing INADE’s keynote address, “Re-Designing Student Success: Helping Students Learn to Help Themselves;” presented a plenary session on “Volunteerism and NADE;” and installed INADE’s new officers
- January 2014: Represented NADE at SCADE Board meeting.
Chapter Development:

- Submitted budget and goals for chapter development activities and monitored budget.
- Received, reviewed and approved 18 Chapter Grant Applications.
- Funded $9,000 for chapter development activities.
- Wrote monthly letters and communicated with chapters.
- Sent a free membership certificate to each chapter for distribution at their annual conference.
- Responded to inquiries from chapters.
- Assisted GADE in revitalizing their chapter and chapter activities.
- Continued to communicate with Alaska educators in becoming a new chapter; responded to questions and/or concerns; and discussed available resources.
- Worked with Arizona NADE members in becoming a new chapter; discussed Chapter Development Guidelines; responded to questions and/or concerns; and provided deadlines for submission of materials for NADE Executive Board approval.
- Requested and received approval of new chapter membership for Arizona Association for Developmental Education (AADE).
- Prepared and sent AADE their letter of approval.
- Drafted letters for all spring 2013 and fall 2013 chapter conferences for their program booklets.
- Submitted Chapter Leadership information to NADE Executive Board Secretary for conference letters.

Chapter Records:

- Reviewed NADE membership lists to update chapter leaders’ information; forwarded requests for updates to chapter leaders.
- Maintained lists of presidents and presidents-elect; chapter conferences; chapter grant applications, outcomes reports, and reimbursements.
- Maintained updated lists of chapter conference dates, locations, themes, and contact person(s).
- Received and processed all Chapter Activity Reports (May 1, 2013 - 96%; Nov 1, 2013 - 100%)
- Maintained list of chapter grant applications, good standing qualifications, outcomes reports and reimbursement requests.
- Reminded chapters of report due dates and sent follow-ups to those chapters that did not submit reports.

Conference Related Activities:

**Conference 2013**

- Reviewed final reports for the 2013 conference.
- Reviewed recommendations from EA.
Conference 2014

- Reviewed conference budget.
- Toured Anatole Hilton Hotel while at the September 2013 Executive Board meeting in Dallas, TX.
- Communicated with 2014 conference co-chairs through conference calls, face to face meetings, and emails.
- Participated in conference calls with CPM, 2014 conference co-chairs, and Experient.
- Communicated with Conference Exhibit Chair through emails and phone calls.
- Worked with CPM and Experient
- Developed NADE Executive Board “slide show” presentation.

Conference 2015

- Recommended Board approval of 2014 preliminary budget.
- Reviewed revised conference forms and recommended Board approval.
- Met with steering committee and CPM to discuss conference budgets, program planning, and other concerns (December 2013)
- Met with Greenville CVB representative while at the December 2013 Executive Board meeting in Greenville, SC.
- Toured Greenville’s TD Convention Center.
- Attended and participated in Steering Committee meeting (January 24, 2014).

Conference 2016

- Attended CalADE conference September 2013.
- With CPM met with conference planning volunteers and conference attendees.
- Discussed with members the need to identify co-chairs, theme, logo, booth for NADE 2014, etc.

Other:

- Served as Executive Board liaison in communicating with conference co-chairs, Experient and CPM for the 2014 and 2015 conferences.
- Met with CPM to discuss and approve proposed changes to the Conference Planning Manual.

Recommendations for 2014-15:

- Continue working with Alaskan educators in establishing a new chapter.
- Follow up with AADE, LADE and VADE regarding chapter activity.
- Attend more chapter conferences as time and resources permit.
- Continue participating in NADE 2015 steering team meetings.
### Treasurer’s Annual Report (Unaudited), 2013-2014

*Submitted by D. Patrick Saxon, NADE Treasurer*

**Part I: Net Worth Analysis**

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### Part II: FY 2013-14 Income and Expenditures (Period 7/1/13 to 1/9/14)

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*Likely about 85% of this is 2014 Conference revenue.

**This figure is estimated.

**Note:**
Net worth is skewed favorably at this time of the year due to accrued conference revenue collections and unrealized expense liabilities. Most conference expenses will be paid during the months of March and April. A more accurate valuation of NADE’s assets is provided in the year end budget summary, typically published in July or August.
Secretary’s Annual Report 2013-2014
(Submitted by Jacquelyn Gaiters-Jordan, NADE Secretary)

Goals:

- Fulfill the duties of NADE Secretary with accuracy and expediency
- Communicate with the Executive Assistant
- Update NADE forms and policies with needed revisions
- Promote NADE to reciprocal organizations and chapters

Activities and Accomplishments

Fulfillment of NADE Duties:

- Participated in regular monthly Executive Board conference calls and face-to-face meetings
- Transcribed and communicated the minutes of Executive Board Meetings
- Cataloged and ordered NADE supplies
- Prepared certificates for Chapter Presidents and SPIN/Committee Chairs to be distributed at annual conference
- Organized and printed various documents for the annual conference
- Sent condolences and get-well expressions on behalf of NADE
- Sent signature receipt communication on behalf of NADE

Executive Assistant Communication:

- Sent approved minutes to EA to post on NADE website
- Reported any changes to be made to the website to the Executive Assistant
- Reported any changes of NADE documents to the Executive Assistant
- Related requests from the Executive Board

NADE Forms and Policy Revisions:

- Updated the Policies and Procedures Handbook revisions made by the Board
- Updated NADE Bookmark and Fact Sheet

Reciprocal Organization and Chapter Involvement

- Manned NADE booth at the NACADA conference in Salt Lake City, UT
- Sent Thank You emails to Reciprocal conference attendees that visited the NADE Booth
- Promoted NADE at the Colorado State Developmental Education Taskforce meeting and encouraged participation at the NADE conference and in the CoADE chapter
- Consulted with CoADE on Chapter matters
Conference Related Activities:

- Reviewed final reports for the 2013 conference
- Toured Anatole Hilton Hotel while at the September 2013 Executive Board meeting in Dallas, TX
- Met with NADE 2015 Conference committee while at the December 2013 Executive Board meeting in Greenville, SC
- Toured Greenville's TD Convention Center
Immediate Past President/Emeritus Cabinet Chair’s Report, 2013-2014
(Submitted by Rebecca Goosen, NADE Immediate Past President)

Responsibilities:

- Provide assistance to the NADE Executive Board when requested
- Represent NADE at chapter conferences and reciprocal associations
- Chair the Emeritus Cabinet
- Assist with participation in national gathers as a representative of NADE

Activities and Accomplishments:

Provide assistance to the NADE Executive Board when requested
- Reviewed documents, provided background information, and provided input
- Participated in conference calls
- Assisted in creating and organizing the Board Special Strand for the 2014 conference; For the National Mathematics Summit
- Attended NADE Board meetings in Dallas and Greenville, SC

Represent NADE at Chapter conferences and Reciprocal Associations:
- Represented NADE at NISOD
- Presented and represented NADE at CASP
- Attended the National Convening for Developmental Education- NextDev Challenge
- Co-chaired the National Developmental Mathematics Summit representing NADE with AMATYC in California

Chair the Emeritus Cabinet
- Maintained email distribution list of all Cabinet members
- Submitted goal and activity reports, as well as a budget request on behalf of the EC
- Alerted Emeritus Cabinet on Association business when requested by the NADE Board
- Communicated with EC members regarding contact information updates, announcement of member’s passing, etc.
- Maintained *In Memoriam* information related to Emeritus Cabinet members
- Planned for Emeritus Cabinet Luncheon at 2014 NADE Conference
- Worked with the Board, the Conference Manager, the 2014 Conference Co-Chairs, and others in regards to EC luncheon
- Prepared information for incoming IPP/Emeritus Cabinet Chair Orientation

Other:

- Interviewed by the Chronicle of Higher Education
- Presented at the Developmental Education Redesign Conference representing NADE sponsored by the Texas Higher Education Journal
- Sent requested documents to the NADE office for posting on the Website
NADE’s conference manager assists our external conference management company (Experient), NADE Vice President and Executive Board, and conference planning teams by providing internal consistency to annual NADE conference planning. A consultant contract was developed by the Board, and dually signed by the Board President and Conference Manager. This year, the Conference Manager has participated in the following examples of activities in support of NADE:

Advisory Role with Board and Vice President

- Responded to a variety of requests for information and historical documents from the Board
- Communicated with Emeritus Cabinet Chair regarding conference activities and board-sponsored sessions
- Met with Board during September, December, and NADE Conference meetings; participated in portions of Board conference calls, as requested
- Reviewed Board conference call minutes for conference-related items and policy items that may have an impact on conference planning activities; forwarded relevant information to conference planning teams
- Communicated with companies interested in doing conference business with NADE
- Worked with ASCAP and BMI on NADE’s conference music licensing
- Worked with ADA accessibility services regarding guidelines for use of interpreters at NADE
- Worked with NADE’s treasurer to complete annual renewal of NADE incorporation in the State of Illinois
- Developed and refined Board conference protocol templates for a permanent document to be housed with the NADE secretary in an Executive Board Handbook
- Began process of NADE 2017 possible site selection
- Maintained regular contact with VP
- Reviewed conference-related documents and conference budgets, and made suggestions
- Reviewed CPM for possible updates; gathered suggestions for changes to the CPM
- Developed conference appendices related to in-conjunction-with activities at NADE conferences and a collaborative agreement with CRLA to offer its tutor training institute at NADE

Consultation with Experient:

- Maintained regular contact with Experient professionals Angela Rios, Abby Kosturko, and Tess Baldwin (Kosturko replacement) regarding current NADE conference contracts, requests for proposals for future conferences, short-term conference-related contracts, and on-site conference activities
- Participated in regularly-scheduled (from monthly, to bi-weekly, to weekly) conference calls with Experient, VP, and 2014 co-chairs; set up monthly conference calls with 2015 co-chairs
Facilitated new three-year contracts with AV and general services contracts for 2014-2016

Consultation with Conference Planning Teams

- Reviewed conference documents and provided corrections/suggestions
- Forwarded conference-related information via email to current and upcoming conference teams
- Met in person with 2013, 2014, 2015, and 2016 conference planning teams to discuss such items as timelines, tasks, materials to be produced, focus/theme of conferences, potential speakers, etc.; participated in conference calls with current and upcoming conferences
- Worked with 2014 team to integrate Guidebook with conference website and program materials
- Responded to questions posed by conference teams
- Reviewed conference timelines
- Communicated regularly with NADE 2014 conference co-chairs via phone and email
- Worked with 2015 team to develop and receive approval for conference budget, logo and theme, tentative schedule, and calls for proposals
- Provided on-site conference assistance to Planning Team and Experient Account Manager

Consultation with Executive Assistant:

- Received and reviewed registration information to be included in CPM
- Reviewed registration documents emailed by registrar to conference planning team
- Reviewed registration materials
- Assisted with registration-related items

It is important to continue to work closely and cooperatively among all of the constituencies involved in planning and implementing successful NADE conferences.
The Council for the Advancement of Standards in Higher Education (CAS) is a consortium composed of representatives of ~40 professional associations and organizations who are committed to student success in higher education and “who work collaboratively to develop and promulgate standards and guidelines and to encourage self-assessment” (CAS, 2008). CAS has been a leader in defining and promoting standards of excellent practice in student service areas of higher education since 1979. Its mission is “to promote the improvement of programs and services to enhance the quality of student learning and development.” NADE has been a member of the CAS consortium since 1992 and NADE representatives helped to develop the original Learning Assistance Programs Standards and Guidelines, the most current edition of which may be accessed from the NADE website.

In 2012, CAS published its 8th edition of the CAS Professional Standards for Higher Education, which includes standards and guidelines for 43 discrete functional areas in higher education. In January of 2013, Dr. Marybeth Drechsler Sharp was officially named the new Executive Director of CAS, after having served very ably as the Interim Executive Director since May of 2013.

Linda Thompson took over as NADE’s CAS Director in fall of 2012, after having been introduced to it by previous Director Mickey Hay. This year, Karen Patty-Graham was named as CAS Alternate Director. Linda has been appointed to serve on the standards revision committee for College Honor Societies Standards and to chair the Women Student Program Standards revision committee. She is also serving on the CAS 35th Anniversary committee.

This past year, Linda attended both the spring 2013 and fall 2013 CAS Board of Directors meetings, in which new or updated Standards were finalized for Alcohol & Other Drug Programs, Disability Resources & Services, and Housing and Residential Life programs. Revised standards for Master’s Level Student Affairs Professional Preparation Programs in higher education were also released. Additionally, CAS is working toward the implementation of ideas including an on-line clearinghouse of CAS materials, a toolkit for users conducting formal program reviews, training materials on the CAS student learning and development outcomes, and creating CAS “communities of practice.” Stay tuned for updates!

NADE continues to promote CAS by sending the CAS director to two meetings a year of the CAS Board of Directors, guaranteeing the CAS director a concurrent session at each annual conference, linking to the CAS website from the NADE website, and by making CAS brochures available to conference attendees. The latest revision of the Learning Assistance Programs Standards may also be accessed at the NADE website at [http://nade.net/cas.html](http://nade.net/cas.html) and clicking on “Learning Assistance Programs: Standards and Guidelines.” Additionally, the NADE Certification Council recommends the CAS Standards as a supplement to the NADE Guides for learning assistance programs that are interested in pursuing NADE Certification.
(Submitted by Linda Thompson, Chair Certification Council)

Vision Statement: Student Success: Our Commitment

Mission Statement: The NADE Certification Council exists to improve and enhance the success of students at all levels of academic preparation, as well as to facilitate the professional growth of developmental educators by setting standards of best practice, emphasizing the use of theory to inform practice, and promoting effective evaluation and quality research in developmental education and learning assistance programs.

Goals of the Certification Council:

- To promote quality program practices through professional standards and evaluation
- To advance research and evaluation in the field
- To create processes by which programs and services use self-study and evaluation to improve and enhance student success
- To contribute to the broader integration of theory and research with practice in the field
- To provide access to quality program models
- To acknowledge and validate programs that meet or exceed standards of best practice

The Certification Council continues to enjoy the strong support of the NADE Executive Board and is extremely grateful for the support we have received in this year and in past years. This support has enhanced and will continue to enhance NADE’s ability to provide a valuable service to the profession.

The Certification Council is continually actively conducting reviews; consulting with individuals who are contemplating Certification, are in the process of completing a Certification application or are in the pipeline of reviews; updating, planning and conducting Certification Training Institutes; reviewing, evaluating and refining the Certification review process, itself; and promoting standards of excellence in Developmental programs of coursework, tutoring and course-based learning assistance.

Highlights of the past year:

   a. Six new applications were received: (Pellissippi State Comm.Coll. (3), San Diego-Miramar Coll., Northwest-Shoals Comm. Coll., and Collin Coll.).
   b. Seven programs were certified and will receive their plaques at NADE 2014:
      - Charleston Southern University Bridge Program – General
      - Grand Rapids Community College Developmental Mathematics Program – General
      - Lincoln University Tutoring Services of the Learning Resource Center – General
      - Lone Star College-Montgomery Developmental English Program – Advanced
      - Pellissippi State Community College Learning Support Mathematics Program – Continuing Certification
      - San Diego Miramar College English/ESOL Lab Instructional Assistant
Program CLA – Advanced; **Weber State University Developmental English Program – General.** These certifications are good until March of 2021.

c. Seven applications are still in the pipeline: Collin College, Northwest-Shoals, Nyack, Pellissippi English, Pellissippi Reading, Univ. of Alaska-Fairbanks, and Western Piedmont.

d. At least 17 institutions are known to be working on applications and/or have consulted with the Council, but have not yet submitted applications.

e. One application has recently been received and is awaiting assignment to reviewers.

2. To date, 76 programs representing 59 institutions have been certified, eight of which have also achieved Continuing Certification.

3. During the past year, the Council conducted four Certification Institutes under the oversight of Jenny Ferguson, Training Coordinator, and Heather Hewer, Training Operations Coordinator:
   a. NADE 2013, Denver—full Council
   b. Technical College System of Georgia, Atlanta—Jane Neuburger, Karen Patty-Graham
   c. CASP, Amarillo—Karen Patty-Graham, Linda Thompson
   d. CRLA, Boston—Jen Ferguson, Jane Neuburger, Karen Patty-Graham

4. In addition to the Institutes, ten presentations were made by or on behalf of the Council at NADE, chapter conferences, and conferences of reciprocal organizations, publicizing Certification and/or the **NADE Guides** and educating people in the value and process of NADE Certification, assessment and redesign. Presentations were made at:
   a. CRLA – Jen Ferguson, Jane Neuburger, Karen Patty-Graham
   b. NCLCA—Taunya Paul and Heather Hewer
   c. AMATYC—Linda Thompson (tended the NADE Booth and made a presentation)
   d. South Texas College Developmental Mathematics Dept.—Linda and Travis Thompson
   e. CASP – Linda Thompson and Karen Patty-Graham
   f. NADE 2013 sessions, in addition to Institute:
      i. **Using CAS Standards to Improve Program Design and Evaluation**
      ii. **Using the NADE Self-Evaluation Guides for Program Assessment and Evaluation**
      iii. **Voices of Certification Panel Presentation**
      iv. **NADE Certification Overview**
      v. **Training for Current and Prospective Reviewers**

5. Fourteen volunteer reviewers and seven Council members actively worked on reviewing applications during the past year, and 14 reviewers and seven council members completed at least one full review. Nineteen $100 reviewer vouchers were issued to 14 reviewers to be used for expenses for the 2014 NADE conference.

6. The Council very recently added reviewer Naomi Ludman to the Council as Training Operations Coordinator; Heather Hewer accepted the position of Budget Coordinator.

7. The Council is actively pursuing changing certification to accreditation and has researched CHEA’s policy for recognizing accrediting agencies.
Linda Thompson, Chair
Valerie Hampson, Review Coordinator
Jennifer Ferguson, Training Coordinator
Heather Hewer, Budget Coordinator

David Otts, Communications Coordinator
Karen Patty-Graham, Review Operations Coordinator
Naomi Ludman, Training Operations Coordinator
Jane Neuburger, Marketing and Research Coordinator

Associate Council Members:
Lisa Putnam-Cole, Lead Review Associate
Scott McDaniel, Technology Associate

Assistant to the Council:
Travis Thompson

Active Reviewers for 2013:

Nicole Bennett-Bealer,
Lisa Cole
Andrew Fisher
Ali Mageehon
Margaret Patin
Jan Norton
Ann Tate

Michael Boyd
Lynn Dodge
Naomi Ludman
Scott McDaniel
Taunya Paul
Gretchen Starks-Martin
Renee Wright
Committee Coordinator’s Report 2013-2014
(Submitted by Joyce Brasfield Adams)

Introduction:

The committee coordinator's primary responsibility is to serve as the liaison between the NADE Board and the committee chairs. To ensure that I was always in contact with the Board’s wishes, President–elect Taunya Paul and I held monthly conference calls and communicated frequently through email.

It is with regret that we accept the resignation of the following committee chairs:

- Gerry McBroom, International -co-chair
- Janita Patrick, Marketing
- Marcella Davis, Political Liaison
- Ann Cook, Professional Development
- Cynthia Craig, Professional Liaison

Each chair is commended for excellent leadership and dedication to NADE.

We are also honored to welcome the following new committee chairs:

- Barbara Bonham, International
- Annette Cook, Marketing
- Jennifer Rodgers-co-chair of NADE Digest
- Jill Magg, Political Liaison
- Denise de Ribert, Professional Development
- Carline Seechank-Professional Liaison

Coordinator Accomplishments:

- Received 100% of the May 1 & November 1 reports
- Initiated new committee reporting form that was approved by Board
- Initiated review of committee descriptions for accuracy and relevancy
- Forwarded volunteer forms to appropriate committee chairs
- Communicated periodically with committee chairs
- With the help of the Board, all committees have chairs
- Communicated with chairs regarding 2014 conference activities
Summary of Committee Accomplishments

Adjunct

- Revisited the function statement of the adjunct faculty committee: I did send out the function statement to my committee members, and the committee decided that it was an accurate statement of what the committee does.
- Sent out an email in June encouraging members to submit proposals. Though I don't know if any did so, one member asked to submit a proposal with me, and we are presenting in Dallas.

Archives

- Contacted next year’s conference chairs regarding Archives.
- Requested telephone conversation with the NADE Office regarding any changes in protocol for archives

Awards

- The awards committee activity runs from November 15-the conference
- Recommended changes regarding awards to be placed in the PPH
- Received and disseminated Award applications to appropriate subcommittees
- Prepared Awards to be presented during conference

Bylaws

- No requests for changes to the Bylaws over the last year.

Elections

- An invitation for nominations for Executive Board positions of candidates for election to the NADE 2014-15 was emailed to Chapter Presidents and Committee Chairs.
- A call for nominations was emailed to the membership.
- Corresponded regularly with potential candidates for Board
- Accepted nominations for positions
- Corresponded regularly with President on the nomination process
- Forwarded all nominations to the Executive Board for their review
- Received acceptance from Exec Board for slate
- Forwarded nomination materials to Carol O'Shea for final ballot
International

I. Communication
- Send notes to 2014 and 2015 Chairs and to Karen Patty-Graham to review international ideas for conferences, request college Study Tour and Newcomer/International Reception contacts, and reiterate the IC support and willingness to help at the conferences.
- Send meeting notes to IC membership.
- Before conference preregistration deadline: Send conference information and encouragement for attendance and participation to IC membership list.

II. 2014 Conference planning
- Submitted proposals for IC guaranteed sessions (international panel followed by discussion session) and preconference institute. (McBroom)
- Created template handout for panelists to follow for their presentations: (page 1) name, institution, institution information, student profiles, role of developmental education, key issues nationally and institutionally; (page 2) examples of good practice(s): target group, impact, dissemination, data, links. (Hill)
- Invited panelists. Confirm attendance. Download handouts, if applicable. (Hill)
- Provided input to program committee on proposed international sessions.
- Provided input to Executive Board on possible recipients for international attendee fee waivers. (McBroom and Hill)
- Communicated concerning conference international events with 2014 Dallas Team, local Study Tour coordinator, and Newcomer/International Reception. (McBroom and Hill)
- Purchase gift bags and small items for international attendees. (McBroom and Hill or designee)

III. Activities since last conference:
- Co-Chairs evaluated international panel and discussion session. Have decided an improvement would be to create a handout template for panelists prior to conference to focus panel and discussion.
- Co-Chair Hill evaluated and submitted report on Study Tour.
- Co-Chair McBroom submitted conference report on Study Tour Preconference to Tina Getz for 2013 conference report.

NADE Digest
- Worked with several authors through the revision process and have gathered potential articles for the next issue.
- Will publish one issue in the late fall of 2013, focusing on selected conference papers at the request of the board.
- Activities since the conference. Many phone calls; consistent communication with nine authors of selected manuscripts; conversation with NADE president, Patti Levine-Brown
Newsletter

- Produced Summer and Fall editions of Newsletter.

Political Liaison

- **Goal: Increase Committee Membership**

  Ongoing communication with committee members has been maintained. However, responses have been few because of busy schedules, etc. Although membership in the committee increased as a result of contacts at the 2013 conference and other referrals from NADE leaders, it has decreased over the past months due to various personal or professional reasons. The remaining members are Sue Cain, Madison Humann, and Rachel Bickerstaff.

- **Goal: Establish chain of communication with chapters regarding political activities**

  In an effort to begin collection of information about state/regional legislative issues related to DE, the committee chair collaborated with the NADE Vice President by requesting the inclusion (in a regular communication shortly after the 2013 conference) of a request to all chapters’ presidents for contact information for their Political Liaisons. To my knowledge, no responses to that request were received. Therefore, there was no opportunity to gather input from chapters on their state/regional legislative activities.

- **Goal: Research current studies; create composite of political viewpoints; collaborate with NADE Board on website postings**

  Information related to current issues in DE was reviewed from LRNASST and other professional postings. Since this information was already available to NADE Board members, it was not reiterated to them by the PL Committee.

- **Goal: Collaborate with CLADEA Political Advocacy Committee on presentation**

  There has been a recent communication from Johanna Dvorak concerning the CLADEA presentation at the NADE Conference. However, since the retiring chair will not be attending the conference, she will not be participating in that presentation. Dr. Dvorak requested notification of contact information for the new chair when that position is filled.

Professional Development Committee

- Preliminary information gathering regarding CEU awards through NADE activities (ongoing)
- Ongoing work to gather resources to update Web site
• Recruit members (ongoing)
• Participated in the selection of Professional Development Awards for NADE Conference

Professional Jobs Opportunities Committee
• Redesigned webpage in July 2013
• Posted around 60 jobs between March 2013 and November 2013
• Completed Exhibitor Form for NADE Conference in Dallas
• Corresponded with around 40 people from listservs about posting jobs between March 2013 and November 2013

Professional Liaison Committee
• working on compiling a list of professional organizations with whom to forge cooperative agreements

Research
• Entered data from 2013 Concurrent and overall Conference Evaluations. Data was summarized and distributed to the NADE Board for use by NADE Board and Conference Committee.
• Submitted proposal for 2014 NADE and will be presenting.
• Have worked with and will continue to work with conference committee member to design evaluation forms and provide feedback.
• Consulted technology experts.
• Assisted with research questions and provided resource suggestions.
• Expanded Research Committee presence online
• Worked with the Awards Committee to review research proposals.

I am grateful to serve NADE as the Committee Coordinator and look forward to strengthening the committee accomplishments for 2014-15.
Special Professional Interest Networks (SPIN) 2013-2014
(Submitted by Karen Tompson-Wolfe, SPIN Coordinator)

Noteworthy News from 2013:

In the busy life of developmental educators who often wear multiple hats at their institution, a select few have found the time to assist NADE in providing an outlet for members with interest in particular areas. Although the following identifies the current activities of each SPIN, I would like to challenge all NADE members to be more involved with an identified SPIN. This past year Chairs have survey and solicited responses from the members to seek direction and information with dismal response rates and lethargic participation. A network is only as strong and active as the membership involved. Share your ideas and information. Make YOUR SPIN the best through participation.

Adjudant Faculty: The Chair, Joanne Mechmech, has created a Facebook page for members and is currently working on developing ways to increase adjunct involvement in NADE.

Administration: Sue Cain has resigned as Co-Chair and Mitchel Burchfield has taken over duties.

Advising and Counseling: The chairs, Bev Maxton and Rita Kasapis, delivered two newsletters to the membership this past year and sent a NADE 2014 highlight to the members. One goal for the upcoming year is to increase individual participation in the group.

Alternative Models: This SPIN group formed a year ago and debuted at the 2013 conference. The Chair, Robin Ozz, and is still working towards establishing a solid membership and a setting goals for the group.

Brain Based Education: Charis Sawyer distributed two newsletters this past year, and the fall edition focused on research updates and the NADE 2014 conference.

English/Writing/ESL: This group created and disseminated a series of newsletters on topics of importance for professionals in these disciplines. They are also in the process of creating a Facebook group for members which will be completed soon.

Integration of Basic Skills (IBS): The IBS SPIN is working towards identifying a purpose and goal for this group as there exist numerous ways that institutions define this. The Chair, Joyce Miller-Boren, is hoping to establish a website for this group.

Learning And Study Skills: The Learning and Study Skills SPIN is under new leadership as Tracey Williams has accepted this challenge. She has already created a Facebook page for the group and will work on engaging the membership in direction for the group.

Learning Communities: No report provided by the Chair due to family issues.

Learning Disabilities: No report given by the Chair.
**Mathematics:** The Math SPIN has worked hard this past year keeping the groups’ website up to date. The group has submitted a session for the 2014 conference, and was accepted in a double colloquium session.

**Online:** No report was given due to a transition in leadership.

**Tutoring and Peer Assisted Programs:** Thea Brophy and Samantha Crandall, the co-chairs of this group, have worked to create a Facebook page and have begun building a web page. The co-chairs have been working with the members to develop a direction for the SPIN.

**Reading:** This past year the Reading SPIN has been active on their Facebook page sharing ideas and requesting information, and the Chair, Wally Barnes, circulated a CRLA white paper “The Terrain of College Developmental Reading.”

**Technology:** The Chairs, Larry Perez and Patrick Quigley continue to work on the SmartPen and QR Code technologies. They have identified members interested in working with the technology committee and are working to enhance the group’s website and engage the membership.

**TRIO:** No report given due to a lack of leadership.

**Workforce Development:** The chair, Maxine Elmont distributed one newsletter to the membership.
Council of Learning Assistance and Developmental Education Associations (CLADEA) 2013-2014
(Submitted by D. Patrick Saxon, CLADEA Representative)

Goals:

1. Represent NADE in CLADEA
2. Update relevant CLADEA Information as needed
3. Participate actively in CLADEA activities on behalf of NADE

CLADEA Activities:

- Ad Hoc committee delivered research presentations at NADE, ATP, and NCLCA conferences.
- Established and published a list of Essential Professional Readings
- Rotation of CLADEA Fellow inductions - Fellows chosen in 2014 will be inducted in spring 2015 at the NADE conference
- Political advocacy presentations have been offered at CLADEA member conferences
- CLADEA sponsored Fellows book project The Profession and Practice of Learning Assistance and Developmental Education: Essays in Memory of Martha Maxwell will be released at NADE 2014
- CLADEA assisted with publicizing and disseminating the NCDE/NADE document, Principles for Implementing Statewide Innovations in Developmental Education
- Dues increased from $500 to $600 for member organizations
- Upcoming Chair election – Nominations to be submitted at least one month prior to the spring meeting (March 24).

NADE CLADEA Representation:

- Rep Attended CLADEA meeting held at CRLA in Boston 2013
- Rep Presented in CLADEA Research Series Institutes
- Participated in CLADEA email communications
- Sought input from NADE Board regarding CLADEA issues
- Submitted Annual Report

The next meeting is at ACTLA 2014
Database Manager's Report

Submitted by Carol O'Shea, (Precision Alphanumeric, Executive Assistant)

Membership Comparisons (on or about February 1 of each year)*

* Conference date should be taken into account when analyzing membership data.

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Membership Geographical Distribution

SPIN Memberships

Adjunct Faculty (55)  
Administration (236)  
Advising/Counseling (101)  
Alternative Models and Innovations (55)  
Brain-Compatible Education (65)  
English/Writing/ESL (486)  
Integration of Basic Skills (66)  
Learning Communities (42)  
Learning and Study Skills (229)  
Mathematics (576)  
Online Educators (64)  
Tutoring and Peer Assisted Programs (81)  
Reading (350)  
Technology (61)  
TRIO (25)  
Workforce Development (17)