Meeting Called to Order Wednesday, December 3, 9:00 a.m.

1. Review of Minutes

   Motion:  Approve the Minutes from the October 24, 2014 phone call.
   First:    Margie MacDonald
   Second:   Denise Lujan
   Motion Passed

2. Immediate Past President Report

   Summit Updates
   • All Presenters are lined up for the IRW Summit. The team is working on the Program and hope to have it completed shortly.
   • The IRW Summit will end approximately 5:30 or 6:00 pm and there will be a reception following the event.
   • Patrick Saxon will conduct a survey during the conference; he is working with Anne Wolfe and Patty Levine-Brown on the schedule.
   • The NADE Executive Board has agreed that NADE will pay for 1 night stay at the hotel and the Conference will pay for 4 nights stay at the hotel. Patty Levine-Brown will arrive on Tuesday and depart on Sunday morning.

   Emeritus Reception
   • The reception will be Tuesday Night 5:45 - 6:45 pm at the Hyatt Hotel followed by the Advisory Council. Exact location is being determined.
   • Patty Levine-Brown and Taunya Paul are looking for a sponsor for the event.

   Graduate Student Reception
   • Details for the Graduate Student Reception are still being worked on.

3. President Update.

   CRLA Partnership in 2016
   • Taunya Paul is working with Anne Wolfe on the CRLA Summit.
   • The conference is in Portland and will be a pre-institute workshop.

   Math Summit 2015
   • There will be a Math Summit at AMATYC in 2015. Details are being worked out.
Nominations

• Votes are due on the NADE Board Elections.
• Update any changes/additions to the Fee Waiver List as soon as possible.
• Kathleen Ciez-Volz has agreed to speak at Leadership Congress.

Meeting Adjourned at 11:15 am.

11:30 a.m. - 4:00 p.m.

4. Meet with Renaissance Personnel and OKC Conference Team

The NADE Executive Board toured the proposed hotels to be used in the 2017 conference. All hotels were great.

Motion: The NADE Executive Board has approved Experient to negotiate a contract for holding the NADE 2017 conference in Oklahoma City.

First: Denise Lujan
Second: Margie MacDonald
Motion Passed

Meeting Called to Order Thursday, December 4, at 9:05 a.m.

5. Conference 2015 Planning

Leadership Congress Agenda/Speakers

Key Note will be TED Talks Speaker -- Kathleen Ciez-Voltz

Agenda:
8:30 a.m. - 4:00 p.m.
9:00 Introduction of Key Note Speaker
9:05 Key Note
10:15 Break
10:30 - 12:00 Qualitative Discussion
12:00 - 1:00 Lunch
1:00-4:30 Breakouts - SPINS, Committee, Chapters

Ideas for the Qualitative Discussion are:

Separate the tables into groups such as math, writing, reading, IRW, Administration and give them 3 questions to answer regarding course redesign. These questions will then be analyzed by Patrick Saxon. Questions considered and to be discussed at the next meetings are:

• What is the biggest lesson learned from redesigning the course at your institution?
• What is the biggest hindrance to being successful?
• What is the one best idea that came from redesigning your course?
• Do you have data that can be shared with the NADE organization?
• What is the biggest obstacle to collecting Data?
• What was the most difficult implantation problem did your institution encounter?

Conference Strand Updates
Waiting on response from Undersecretary Mitchell as to if he will hold a current session.

Business Meeting - Reports and Executive Board Activity Summary
Due date for the Annual reports is January 20, 2014.

AV Needs
• Leadership Congress will need Computer, LCD Projector, Internet, Presentation Screen, Lavaliere Mike, and Podium.
• Board Sponsored Strands will need an LCD Projector.

Fee Waiver List Updates
The NADE Executive Board reviewed the Fee waiver list for the NADE 2015 conference. Taunya Paul will update the list and send it to Experient, the Conference Manager and the Conference Planning Team.

Board Schedule for 2015 Conference
The NADE Executive Board reviewed the initial conference schedule. Taunya Paul will continue to work and update the schedule as needed.

6. Conference Manager Reports

2015

• Program Booklet - All items need to be to Kitty Spires by December 30, 2014.
• The conference team made a recommendation that the NADE Board explore different potential Vendors/partners for the conference. As of now, there are only 12 exhibitors. McGraw-Hill will not be at the conference this year, which is a concern. Taunya Paul will contact her resources to see why.
• Photographer - the Conference planning team along with Gwenn Eldrige suggest hiring a professional photographer so that we may have good photos to use for marketing materials. The NADE Executive Board has approved the use the Board Enhancement line for this expense.
• Sessions have been assigned.
• Literacy presenters have been firmed up.
• Graduate Reception will be Thursday after the Emeritus Reception.
• The Direct Billing Application needs to be completed. Patrick Saxon will work with Karen Patty-Graham on getting this completed.
• Jack Troshell a CLADEA inductee cannot attend the conference and will use SKYPE to be inducted.

2016
• The NADE 2016 planning committee has the following suggestions for Key Note Speakers at their conference: Donna Cooper, Kevin Carrol and Donna Cantor. Kevin Carrol is $15,000, the NADE Executive Board has asked Karen Patty-Graham to work with the conference team to determine how the fee would be paid.
• The budget is still being completed. The NADE Executive Board has asked that a budget be produced by January 9, 2015 so that it can be reviewed.
• The Conference Checking account is not set up yet. There are documents being mailed around for signatures.

7. President-elect Report

G. Eldridge
• Report - Gwenn Eldridge has made the recommendation that the reports for SPINS, Committee and Chapters be stored on Dropbox. NADE Executive Board agrees.
• Website Redesign - This is a huge activity that cannot necessarily be done via email and phone calls. The recommendation is that the NADE Executive Board meets with Pat Kazoil in a face to face meeting in June.
• The NADE Certification Council suggests that NADE have a Core Value statement. The NADE executive board tabled this topic for now.
• The Maxine Elmont Award will be announced at the NADE Conference.
• Committees
  – Adjunct Committee - Patty Eney will create a Fact Sheet for Adjuncts.
  – Political Liaison - Jill Maggs is waiting on talking points. Patrick Saxon’s PowerPoint is on the NADE website. Gwenn Eldrige will let her know and ensure that the link is working.
  – Committees Chair has asked if one of the incoming chair could have a fee waiver. The NADE Executive Board has agreed that since this has not been done in the past and is not an established practice that it would not approve a fee waiver for an incoming chair.
• SPINS
  – The SPIN Chairs are having trouble getting rosters from the NADE office. They would like to know what the official procedure is for this. The NADE Executive Board will discuss at the next meeting.
The SPIN Chair wanted to let the NADE Executive Board know that she will be making recommendations for new chairs for some of the SPINS.

8. NADE Documentation -- Statements Requests and Bylaws Changes

   NADE Core Values Statement for CAS
   Principles Document and NADE Fact Sheet
   No action taken on the above items.

   Bylaws updates
   Bylaw document will need to be updated with the changes to the committees and the addition of the Maxine Elmont award.

   Procedural issues related to bringing them to the membership.
   A ballot will be created by Vicky Kelly to send to the NADE membership on the changes to the PPH and Bylaws 30 days prior to the conference. A vote will be taken at the business meeting regarding the changes.

   Electronic membership procedural change request
   The new process for the Membership Card will be electronic. There will no longer be a paper/hard contact form.

9. Vice President Report

   Motion: Approve the Type A grant submitted by LAANE and for SCADE
   First: Patrick Saxon
   Second: Gwenn Eldridge
   Motion Passed.

   Motion: Approve the Type B grant submitted by GRADE, MNADE, KADE, and MDEC.
   First: Patrick Saxon
   Second: Denise Lujan
   Motion Passed

   Motion: Approve the Type D grants submitted by GADE, INADE, MDEC, and TADE.
   First: Gwenn Eldridge
   Second: Patrick Saxon
   Motion Passed
10. Treasurer Report

No issues.

P. Saxon