SNAE Business Meeting II – San Diego, CA

Monday, March 31, 2014

Minutes respectfully submitted by Adrienne d. Hunter, Past President SNAE (in the absence of Joe Parsons, secretary)

* Lynne Horoschak, President, called the meeting to order at 4:05 PM. In attendance: Dillon Sedar (dsedar@kent.edu), Daniel Humphrey (danielhumphrey@gmail.com), Linda Hoeptner Poling (lhoeptner@kent.edu), Ryan Patton (rpatton@vcu.edu), Susan Loesl (sloesl@att.net), Sharon Malley (sharonmalley@comcast.net), Beverly Gerber (gerberb1@southernct.edu), Meg Rudne Hoffecker (rudnem1@southernct.edu), Barbara Suplee (bsuplee@uarts.edu), Heather Fountain (fountaine@kutztown.edu), Randi Blank (randiblank@comcast.net), Karen Keifer Boyd (kk-b@psu.edu), Donalyn heise (dheise2@memphis.edu), Veronica Hicks (vhicks376@gmail.com, Adrienne D. Hunter (adriennehunter@verizon.net).
* **Juliann Dorff** presented simple suggestions to update the current SNAE bylaws

Her recommendations are as follows. Please note that the suggestions are in green and the rephrasing is in blue.

**BYLAWS OF THE SPECIAL ISSUES GROUP (SIG)**

**SPECIAL NEEDS ISSUES GROUP**

Recommended simple updates

**ARTICLE I**

**Name**

This (change to “the”) name of the organization shall be known as The Special Issues Group of the National Art Education Association, herein referred to as SNAE/NAEA respectively.

**ARTICLE II**

**Purpose**

The purpose shall be to define and establish the role of the Special Needs Issues Group as a special interest group of NAEA and:

1. Provide a voice for art and museum educators with special education concerns;
2. Provide a forum to share best practices of art teachers with special education students. Special needs populations include but are not limited to students who are gifted, students who have learning and/or cognitive issues, students with behavior disorders or students who have physical impairments (e.g., deaf, hearing or visually impaired). Summaries can become NAEA Advisories; Adjust using person first language and expand the definition:

Provide a forum to share best practices of art teachers with students with special needs. Students with special needs include but are not limited to students who are gifted, students who have learning and/or cognitive issues, students with behavior disorders or students who have physical impairments (e.g., deaf, hearing or visually impaired), incarcerated and/or students at risk. Summaries can become NAEA Advisories;

1. Provide information for the NAEA web-site (website) for special education related topics (information about agencies or resources that focus on the arts for special education students); include person first language: Provide information for the NAEA website for students with special needs related topics (information about agencies or resources that focus on the arts for students with special needs);
2. Provide a liaison with the Council for exceptional Children in order to share both information and education and training expertise;
3. Develop a network of NAEA members and special education teachers who teach with and through the arts;
4. Interface with art therapy, occupational therapy, and physical therapy to share information about adaptive equipment, research, and strategies for teaching art to special education students. Update with person first language: students with special needs.

ARTICLE III

Membership

Membership is open to NAEA members with specific interests in individuals with exceptionalities and special needs in art education, from pre-school to adult. There are no membership dues. Simply delete the phrase “There are no membership dues”.

ARTICLE IV

Elected and Appointed Officers

The elected officers of SNAE shall be a President, President-Elect, and Secretary. A Membership Secretary, and Listserv Secretary shall be appointed. A Treasurer may be appointed by the Executive Board if immediate need arises before this position can be formally ratified in compliance with procedures for amending this constitution. Change to: The elected officers of SNAE shall be a President, President-Elect, Secretary and Treasurer. The President shall appoint the Membership Chair, Communications Chair, Listserv Chair, and Representative to Delegate’s Assembly.

 Section 1: Duties of Officers

* President: It shall be the duty of the President to preside at annual Special Needs Issues Group meetings; to appoint regular and special committees, a Membership Chair, and List/Web Master, with approval of the Executive Board; to serve as ex-officio member of all committees excepting the Nominating Committee; to inform the membership of activities and concerns of SNAE and NAEA; and to perform such other duties as usually pertain to the office of President. For consistency, change to: …Membership Chair, Communications Chair, Listserv Chair and Delegate’s Assembly Representative…
* President-Elect: It shall be the duty of the President-Elect to assume the duties of the President in the event of absence or vacancy in the office; to assist the President in planning the annual meetings; to fulfill other responsibilities designated by the President.
* Secretary: It shall be the duty of the Secretary to record the minutes of the annual SNAE business meetings; to provide a copy of such minutes to the President and President-Elect, to fulfill other responsibilities designated by the President.
* With the addition of dues and the need for a Treasurer we should add: Treasurer: It shall be the duty of the Treasurer to manage all the funds of the organization working closely with NAEA to secure dues collected by NAEA on behalf of SNAE.

Section 2: Chairs of Standing Committees

* Membership: The Membership Secretary shall maintain records of membership. Upon approval of the membership, this list shall be circulated to all consenting members. Change to: The Membership Chair for consistency.
* Communications Chair will manage the SNAE website and oversee the organization’s web presence.
* Listserv Secretary: Change to Listserv Chair. The Listserv Chair shall maintain the listserv for Special Needs Issues Group Members.
* Delegate’s Assembly Representative: A representative to the NAEA Delegate’s Assembly will attend the Assembly’s Annual meeting held the day before the annual NAEA conference and represent the issues and stances of the SNAE. We have had this position but never recognized it or the duties in the Bylaws.

Section 3: Nomination and Election of Officers

* The election of officers shall be held annually. The Secretary shall be elected in odd-numbered years and the President-Elect in even-numbered years. A Nominating Committee shall draw up a single slate of officers and shall report at the annual business meeting. Nominations from the floor may be made with the consent of the nominee.
* The officers shall be elected by ballot to serve for two (2) years, or until their successors are elected. No officer shall serve more than two (2) consecutive terms in the same office. The term of office shall begin at the close of the annual meeting at which they are elected. A majority of votes cast members attending the annual business meeting shall elect the officers. The President may appoint, with the approval of the executive Board, an interim officer to fill any vacancy until the new election can take place.

**ARTICLE V**

**Meetings**

The Special Needs Issues Group annual business meeting shall be held during the NAEA Convention. Its purpose shall be for electing officers, receiving reports of officers and committees, and for any other business that shall arise.

**ARTICLE VI**

**The Executive Board**

Section 1: The officers and the chairs of the standing committees shall constitute the Executive Board.

Section 2: The Executive Board shall have general supervision of the affairs of Special needs Issues Group, make recommendations to the members attending the annual meeting, and shall perform such other duties as specified in these Bylaws.

**ARTICLE VII**

**Standing Committees**

Section 1: A Program Committee of five (5) members, composed of the President-Elect as Chair and four (4) members at large shall be appointed at each annual meeting. It shall be the duty of the committee to plan SNAE sessions of interest to members and the general NAEA membership for presentation at the annual NAEA Convention. This committee should include representatives from diverse settings, including colleges, universities, schools, and museums.

Section 2: A professional Liaison and Professional Development Committee shall consist of representatives from each of the areas of education that has contact with special needs populations, i.e., Higher Education, Museum Education, Early Childhood, Elementary, Middle Level, Secondary, and from diverse regions, with a maximum of 12 to investigate ways to provide leadership to special needs in art education and other relevant professional organizations. Members will also serve as liaisons with state, regional associations, and the national board. This committee will also be responsible for determining ways to support the needs and interests of SNAE members throughout the year.

Section 3: A Nominating Committee composed of three (3) members appointed by the Executive Board shall carry out duties as specified in Article IV, Section 2 of these bylaws.

Section 4: Ad hoc committees shall be appointed by the President from time to time as needed to carry on the work of the Special Needs Issues Group.

**ARTICLE VIII**

**Parliamentary Authority**

Robert’s Rule of Order, Newly revised (latest edition) shall be the authority on all questions of Procedure not otherwise covered in the Constitution and Bylaws.

**ARTICLE IX**

**Fiscal and Administrative Year**

The fiscal and administrative year shall coincide with that of NAEA.

**ARTICLE X**

**Adoption of Constitution and Bylaws**

Section 1: A proposal for official organization as a Special Interest Group of NAEA was accepted by an affirmative vote from those present at the Meeting o the Special Needs in Art Education Interest Group at the 2000 Annual convention in Los Angeles, CA.

Section 2: A proposal for official organization as a Special Interest Group of NAEA was endorsed by unanimous vote from those present at Delegate’s Assembly at the 2001 Annual convention in New York.

Section 3: This constitution and bylaws will become change to became effective immediately following a ratification by two-thirds (2/3) majority of members present at the Special Needs in Art Education Issues Group Membership Drive/Business meeting to be held change to held omit to be held in Miami, Florida in 2002.

**ARTICLE XI**

**Amendments**

Amendments to this Constitution and Bylaws must be presented in writing to the Special Needs Issues Group Executive Board and the membership one month in advance of the annual meeting. An affirmative vote of two-thirds (2/3) of the members present and voting shall be necessary for the adoption of proposed amendments.

* **Juli** called for a motion to send out the bylaws with the recommended changes to the membership to review, with an on-line vote to follow in 30 days. Heather Fountain and Seconded by Daniel Humphrey made the motion.
* **Lynne Horoschak** appointed **Juliann Dorff** chair of the Bylaws Committee. Committee members will be:

**Lynda Abraham Braff** (LyndaAbrahamBraff@WesleySpectrum.org)

**Katie Murphy** (murphyka@fultonschools.org)

**Heather Fountain** (fountain@kutztown.edu)

**Beverly Gerber** (gerberb1@southernct.edu)

The main goals of the committee will be to establish:

1. Consistency of Name

2. Restatement of the purpose based on reality

3. Clarity in the Nominating Process

4. Standing Committees

**Randi Blank**, Awards Chair, gave a committee report. She discussed the following issues:

-The awards committee needs to clarify who will be giving presentations at the award ceremony. In the past, the recipient of the NAEA, CEC, VSA, Peter Geisser Special Needs Art Educator of the Year Award gave a 45-minute presentation at the awards ceremony.

-There was discussion about having the recipient of the NAEA, The Council for Exceptional Children (CEC), VSA Beverly Levett Gerber Special Needs Lifetime Achievement Award also give a presentation.

-The committee will report back to Lynne Horoschak, president, by November 1, 2014, for the 2015 NAEA Convention in New Orleans.

2. **Adrienne Hunter** offered to serve on the committee since she has an historical background as past award chairperson.

3. A recommendation was made to have SNAE submit an “AD” for the 2015 Convention Book. **Randi** **Blank** will connect with the Design Group. Since the conference theme is “Design”, we will focus on ‘what we do to accommodate our students using design’.

4. A lively discussion followed:

-**Lynne Horoschak** recommended that we email and distribute brochures. Look for Special Needs Chairs for each state?? What do we need to do to make ourselves more visible?

**-Sharon Malley** reported that the upcoming CORE Standards will include Special Ed. Components

**-Adrienne Hunter** reported that in the past, she has contacted the vice presidents of every state, who are the award chairs for their states, and has had only a handful of responses – those being from Pennsylvania, Washington DC, Rhode Island, and a few others.

-**Donalyn Heise**, SNE delegate, reported the lack of representation of special needs in art on the state level.

-**Beverly Gerber** suggested that we try to work with the Regional Groups.

**-Juliann Dorff** suggested we set up a structure for calling on Regional reps

-It was suggested that the Awards Committee clarify the award criteria and mission to send to states.

-**Adrienne Hunter** suggested that we write an article to be published in the NAEA Newsletter, separate from our column, highlighting the awards and inviting nominations for the awards.

- **Barbara Suplee** suggested that our representative to the delegates Assembly be proactive and reach out to regional V.P.s –send criteria for award and follow-up with emails and phone calls to determine winners

* The new Website was shown on the screen. It looks fantastic. **Lynne Horoschak** will talk to NAEA to update the website address.
* Update on the **Larry Bars**. The new website will be on the next round of Larry Bar wrappers.

-**Sharon Malley** suggested handing out Larry Bars to convention attendees in New Orleans. Now that we have money from dues, this may be a possibility.

* **The meeting was adjourned until next year in New Orleans.**

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