



# REGIONALLY Speaking . . .

Volume 35, No. 2

North Central Business Education Association - A Region of the NBEA  
Illinois \* Indiana \* Iowa \* Michigan \* Minnesota \* Missouri \* Ohio \* Wisconsin

March, 2004 Issue

NCBEA Website: <http://course1.winona.edu/jmurphy/ncbea/>

## NCBEA President's Message . . . from Matt Hankins

It is hard to believe that we are getting close to the NBEA convention. I really enjoyed this past October and November going to state conferences in Illinois, Indiana, Iowa, Michigan, and Minnesota. I personally also want to thank Stella Hull of Ohio for bring greeting on behalf of NCBEA at the Ohio conference. I would like to welcome our newest board member from Ohio. Darla Johannsen, Professor at Owens Community College in Findlay, Ohio. We appreciate all the efforts of our NCBEA board and we look forward to our meeting and the NCBEA luncheon at NBEA in Chicago from April 7-10, 2004.



November was National Education for Business Month. Our school celebrated by giving a business trivia question on each day of the month and giving a small prize each day to the winner. We drew from all the winner during the month for a grand prize of a \$75.00 gift certificate from Goody's. We tried to draw awareness to business education and the importance that business classes are for all students. I also gave information to our local newspaper for an article about our business classes. I wrote a letter for our monthly newsletter from our school. These were some of the ideas I came up with and I am sure that some of you had great things that you did at your school. Marlene Stout has created a great PowerPoint presentation promoting business education and that is something you can pick up on the NBEA website. Even though the month of November is over, NBEA has several great ideas to promote business education at your school. Their material is excellent for parents and counselors. Your local newspaper is also excellent source to promote your business education classes.

Good luck to students and advisors of Business Professionals of America, DECA, and Future Business Leaders of America as they prepare for district, state, and national competition. Each year it amazes me how students always work so hard to compete and do their very best at competition. It is great to know the future of business education is in excellent hands. If you do not have a BPA, DECA, or Future Business Leaders of America Chapter at your school it would be worth your while to start a chapter for next year.

We need all of your help in every state of our region to tell the benefits of being an NBEA member. Our professional development and business leadership for our

*Continued next column*

## President's Message, continued

states of the North Central region need members in our area for business education to grow at all educational levels--middle, secondary and post-secondary.

I hope you had an excellent holiday season and are geared up for the second semester of your school year. It is nice to be with family and friends to share the holidays. I appreciate all the acts of kindness to me and my family during the month's following my father's illness and death. I consider all of you business educators but also good friends and colleagues. I have enjoyed serving as your president and hope if there is anything I can do for you as a business educator, you will let me know.

**Dr. Bill Murphy**, new Webmaster for NCBEA Website. Chairperson, Marketing Department  
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NCBEA Website:

<http://course1.winona.edu/jmurphy/ncbea/>

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### Check the NBEA website:

Please check the nbea website for information on **awards**. ([www.nbea.org/profopps.html](http://www.nbea.org/profopps.html))

**Award forms** are available on the website. ([www.nbea.org/profopps.html](http://www.nbea.org/profopps.html))



<-----Jan Treichel  
NBEA Director

John Lightle  
NBEA President---->



### Upcoming Conventions:

#### See NBEA Website: [nbea.org](http://nbea.org)

- Minnesota ..... October 7-9, 2004 - Bemidji
- Michigan ..... October 21-23, 2004 - East Lansing
- Iowa ..... October 15-16, 2004, Des Moines
- Indiana ..... November 19-20 , 2004 - Indianapolis
- Illinois ..... November 4-5, 2004 - Springfield
- Ohio ..... October 16-18, 2003 - Toledo
- Missouri ..... July 26-29, 2004 - Springfield, Missouri
- Wisconsin ..... April 22-24, 2004 - Wisconsin Rapids
- NCBEA/Iowa ..... October 15-16, 2004 - DesMoines, IA
- MPBEA ..... June 17-19, 2004, Tulsa, OK
- ISBE ..... July 25-30, 2004, Krakow, Poland
- ACTE ..... December 9-12, 2004 - Las Vegas
- NBEA ..... April 7-10, 2004 - Chicago, IL
- NBEA ..... March 23-26, 2005 - Anaheim, CA

### NCBEA Board 2003-2004

- President ..... Matt Hankins  
(mhankins@greensburg.k12.in.us; hnmada@earthlink.net)
- President-Elect... Ethel Holladay (ehollada@midwest.net)
- Past President ..... Sue Reid (reidjs@msu.edu)
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- Minnesota Rep. .... Jan Karjala (jkarjala@winona.edu)
- Missouri Rep. .... Donna DeFrain  
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- Wisconsin Rep. .... Jacki McDugle  
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- ISBE Rep. .... Marcia James (jamesm@uww.edu)
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- NBEA President ..... John Lightle (jml@comteck.com)
- NBEA President-Elect ..... Mary Ann Lammers  
..... (lammersm@gw.lbcc.cc.or.us)

**Regionally Speaking** can be found as a **link** on the **NBEA ([www.nbea.org](http://www.nbea.org))** or **Website:** <http://course1.winona.edu/jmurphy/nbea/>

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*The next issue will have a deadline for information of **April 30**, and anyone may submit articles. **State Presidents** submit articles for the **April 30, 2004, deadline.***

*If you cannot access the newsletter on the website, please E-mail me.. You should be able to access it if you have Adobe Acrobat Reader 4.0 or higher. If not, I can tell you how to download it (Acrobat Reader) free from [www.Adobe.com](http://www.Adobe.com) if you have problems.*



## INDIANA REPORT

by Phyllis Rokicki

Over 400 teachers participated in the annual business education conference sponsored by the Indiana Business Education Association and the Indiana Department of Education November 14-15 at the Adams Mark Hotel in Indianapolis. Sessions this year were diverse ranging from poverty and the middle class, to financial, to technology, and to classroom activities.

Mary Tidd from Martinsville High School was awarded the Classroom Teacher of the Year award. Mary is active in curriculum development and student service organizations.

The first silent auction/raffle was held which raised over \$500 for IBEA and NCBEA.

Attending the conference were John Lightle, president of NBEA, and Matt Hankins, president of NCBEA.

IBEA has a new website, [www.ind-ibea.org](http://www.ind-ibea.org). Please visit this website to learn more about business education in Indiana.

### AWARDS



Dr. Gloria Payne, presented by Homer Preece

Outstanding Student Jessica BarJean, presented by Homer Preece (below)

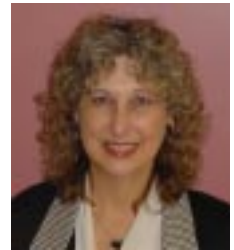
Glencoe Outstanding School Award: Mary Nemesh (ACTE Bus. Ed. President), Richard James (U of Wisconsin, Whitewater), Lisa Ramsey (Glencoe) (below)



## Wisconsin Report

Jackie McDougle

Business Education—Rapidly Changing—will be held in Wisconsin Rapids April 22 – 24 at the lovely Hotel Mead. What an opportunity for those of you who have fall conventions! We will be featuring hands-on workshops, tours of places of interest, and some exciting sessions. Please visit our web site at [www.wbeaonline.org](http://www.wbeaonline.org) for more details.



Watch for changes in the timing of our convention soon! Once the present commitments are past, Wisconsin will be having a fall convention and a spring seminar.

**Sheila Piunti** received the Fox Valley Association of Career and Technical Education (FVACTE) Outstanding Secondary Educator Award.

**UW-Whitewater** won the Programs of Excellence award for the Best Teacher Education program in the nation!

Thanks to **Pat Wissen**, WBEA's President, the Wisconsin Business Education Association's bylaws and job descriptions have been updated. Pat coordinated and slaved to get these to the approval of the Board. Pat has also worked hard to get a plan for Wisconsin's NBEA Silent Auction donation.

**Jan Allison** has been reappointed as Convention Coordinator for the upcoming WBEA Convention.

**Jen Wegner** announced that four university students will receive a \$575 WBEA scholarship, and, if they plan to attend the WBEA convention, they will receive a stipend to assist them in participating.

The Nominating Committee is seeking a president-elect. Anyone interested should submit his or her name as soon as possible.

Clora Mae Baker (Southern Illinois U., Carbondale) and foreign guest professors at Glencoe Luncheon.



## MICHIGAN REPORT

Larry G. Pagel, Michigan Representative

**T**he Michigan Business Education Association held its 65<sup>th</sup> annual convention at the Amway Grand Plaza Hotel, Grand Rapids, Michigan, on October 22-24, 2003, with the theme "Step It Up A Notch With MBEA." It was an exciting convention with keynote speakers, award presentations, computer workshops, and sessions on such topics as entrepreneurship education, personal finance, Junior Achievement, Michigan Virtual High School, No Child Left Behind, business communications, accounting, writing rubrics, and grant opportunities. The closing session was presented by Karen Pohja, Office of Career and Technical Preparation, and included information on the new Business Management & Administration, Finance, and Information Technology clusters in Michigan.



The following awards were presented during the MBEA Annual Convention:

Tina Ostwald, Northern Michigan University, Master Teacher of Post-Secondary Business Education Award  
Diane Buckley, Jackson Area Career Center, Master Teacher of Secondary Business Education Award  
Larry G. Pagel, Distinguished Service Award

The following new officers were elected at the annual business meeting:

Bettie L. Goodman, President-Elect (Mott Community College, Flint, Michigan)  
Thalia Swint, Vice-President for Membership (Romulus High School)  
Stephen Keinath, Vice-President for Publications (Jackson Area Career Center)  
Jennifer Shaffer, Vice-President for Professional Development-Elect (Wayland High School)

The 2004 convention will be held October 21-23, 2004, at the Marriott East Lansing, East Lansing, Michigan.

Barbara Bartosiewicz takes over as MBEA President on January 1, 2004, and the first board meeting is scheduled for January 23-24, 2004, in Lansing, Michigan. You are encouraged to check out the MBEA Web site at <[www.mbea-online.org](http://www.mbea-online.org)> to keep up with our activities.

## ISBE - KRAKOW, POLAND



### SIEC 2004 CONFERENCE TO BE HELD IN EASTERN EUROPE

#### **S**oft Skills Study to Be Presented in Krakow, Poland

Last year at ISBE/SIEC Conference in Stockholm, Sweden, I presented a research study that reveal how technically prepared interns were rated on their soft and technical skills. These findings were classified by gender and job title—help desk, network administration, software training, or web page design.



This year, I will be presenting how teachers rated the soft skills in importance (essential, important, or not important) for their students to know. They have also indicated how they are incorporating soft skills in their curriculum.

Please join me for this presentation and many other ones at the **International Society of Business Education Conference** in Krakow, Poland, this July. The conference is preceded and followed by organized mini-tours. This is your chance to visit Eastern Europe, attend a quality, economical conference, and network with fellow business educators from Korea, Iceland, the Faroe Islands, Scotland, Germany, Switzerland, Italy, Norway, Sweden, Finland, and so on! For more information, please visit [www.isbeusa.org](http://www.isbeusa.org) or email your ISBE representative, Marcia James, at [jamesm@uww.edu](mailto:jamesm@uww.edu).

## From Minnesota

by Jan Karjala, Representative

The business educators who participated during the October 3-4, 2003, Minnesota Business Educators Incorporated Convention were there to “Refresh, Recharge & Recreate in Fabulous Fergus Falls.” In his capacity as the NCBEA President, Matt Hankins presented greetings from NCBEA and shared NBEA-NCBEA membership information at the information display in the exhibit area.



A centrally located exhibit area allowed attendees to view product displays while moving from one subject session to another. Presentations included topics such as “Unleash Your Greatness” by Rick Olson, “Two Pews Behind the Driver” by Sister André Marthaler, OSB, and the Ray G. Price Lecture, “Lies, damned lies, and statistics: What do the data say about CTE?” by Dr. James Stone III from the University of Minnesota. Check the Minnesota Business Educators Incorporated (MBEI) web site to review Dr. Stone’s PowerPoint presentation: [mbei.gen.mn.us](http://mbei.gen.mn.us).

### MBEI DIVISION MEETINGS

PowerPoint and other technology have been used for sharing information during the fall MBEI Division meetings:

- The Southwest Division met November 6 at the Old Hickory Inn, St. James, Minnesota. As the Business Education Specialist in Minnesota, Jean Kyle presented information about Career and Technical Education. President Dr. Ann Peterson ([annp@sctc.mnscu.edu](mailto:annp@sctc.mnscu.edu)) encouraged prospective business teacher to attend. Six prospective business educators and one first-year business teacher participated at this meeting!
- The Southeast Division met November 12 at the Rochester Community and Technical College. The focus of the meeting was “Networking—Making Connections.” Minnesota’s Business Education Specialist, Jean Kyle ([jean.kyle@state.mn.us](mailto:jean.kyle@state.mn.us)), gave a presentation on “What Minnesota Educators Need to Know—The Minnesota Academic Standards.”
- The Central Division met November 13 at the St. Cloud Technical College. After the business meeting, Mara

Jacobson ([mjacobson@annandale.k12.mn.us](mailto:mjacobson@annandale.k12.mn.us)) demonstrated the use of “Electronic Portfolios or ‘E-Folios’.”

- The Northeast Division met November 25 at Hibbing High School, built between 1920 and 1923 and paid for by the ore mining companies. During a tour of the facility, the NE/MBEI members viewed hand-molded ceilings, an auditorium-theater designed after the Capitol Theater in New York City, and brass hand railings on the stairways. One of the co-presidents, Keith Hannah ([khannah@cloquet.k12.mn.us](mailto:khannah@cloquet.k12.mn.us)) presented “Tablet PCs—A Closer Look.”
- The Metro Division met December 4 at the Southview Country Club in the Twin Cities area. As a teacher of applied economics at the high school level, President Jim Eisenreich ([jeisenreich@edenpr.org](mailto:jeisenreich@edenpr.org)) invited Dr. Richard MacDonald, Director of the Center for Economic Education at St. Cloud State University to share information about Minnesota Council on Economic Education programs. Dr. MacDonald ([ramacdonald@stcloudstate.edu](mailto:ramacdonald@stcloudstate.edu)) described the multi-day teacher training programs, one-day teacher training programs, student programs, and other programs.
- The Western and Northern Divisions have communicated that meetings have been planned in 2004. The attendance at the meetings has ranged from 12 to 38 participants. Networking and communication about business education is enhanced by the smaller groups at the Division meetings.

### MBEI Officers 2003-2004

Robert Murray, .....	President
.....	<a href="mailto:murray@rrcc.mnscu.edu">murray@rrcc.mnscu.edu</a>
Deron Stender .....	Past President
.....	<a href="mailto:dstender@yahoo.com">dstender@yahoo.com</a>
Jeanette Karjala .....	President-Elect
.....	<a href="mailto:jkarjala@winona.edu">jkarjala@winona.edu</a>
Robert H. Meyer, Exec. Secretary .....	.....
.....	<a href="mailto:rhmeyer@rconnect.com">rhmeyer@rconnect.com</a>
Coralie Fiegel .....	State Secretary
.....	<a href="mailto:coralie.fiegel@roch.edu">coralie.fiegel@roch.edu</a>
Leslie Bauman .....	Treasurer
.....	<a href="mailto:lbauman@gf.mnwest.mnscu.edu">lbauman@gf.mnwest.mnscu.edu</a>

***SUBMIT NOW: Technology Activities for Publication***  
**Don't Miss This Chance of a Lifetime!**

**North Central Business Education Association**

Will be publishing  
*Technology Activities for Business Education –2004-2005*  
consisting of classroom activities created for teachers by teachers



and



**We invite you to submit an activity for the publication!**

An activity need only be 1 to 2 pages in length and be specific enough for a classroom teacher to follow and use.

Submissions may be made as follows:

Send hard copy with accompanying file in Word on 3-1/2" disk to:

[Sharon Fisher-Larson](#)  
3627 Briar Crest Drive  
Janesville, WI 53546

Send an e-mail attachment of Word file to [satbfl@aol.com](mailto:satbfl@aol.com)

When submitting activities, please align them with the current NBEA Standards Categories:

- \*Standards Category
- \*Individual's name
- \*Institution's complete name

Deadline for submission is May 15, 2004,  
so that we may have the publication ready for the  
Missouri Business Education Association  
meeting in July, 2002.

## Student Representative

### Lindsey Frerking

**H**appy 2004! I hope everyone had a relaxing break and an enjoyable holiday season with family and friends. It is amazing how quickly 2003 flew by. My fall semester was quite busy but full of memories and wonderful opportunities, but needless to say, like the rest of you, I was ready for a vacation.



One opportunity I received what the chance to attend the National Dropout Prevention Conference in Kansas City on Tuesday, October 28, 2003 as a session facilitator for the College of Education at Northwest Missouri State University. During the General Session, I heard Dr. Steven Edwards, who oversees the Children, Communities, and Youth division of the National Crime Prevention Council, speak of his experiences being a principal and the obstacles he had to overcome with some of his troubled students. By giving each of them a chance and taking the time to listen to their concerns, they in return gave him the respect he deserved. I also facilitated a session discussing Socratic seminars and how teachers can improve their instruction to motivate students to improve academic skills and social behavior.

I have been an advocate for business education for some time now, because I believe that business courses are going to be very beneficial to all students, no matter which path they choose after graduation. However, I had lost sight to the reality that, we would not have our business and technology classes if we did not have students in school to teach. The National Dropout Prevention Conference opened my eyes to a lot of the problems students not only at the high school level, but also in middle school are facing and the burdens they carry with them when they come to school each morning. I am so glad to have been able to attend the conference, because I have so much more awareness now of a problem that is striking a large population of student bodies across our country. For more information on the National Dropout Prevention Network, you can visit their website at [www.dropoutprevention.org](http://www.dropoutprevention.org) for excellent resources.

April is going to be here before we know it and I can't wait to see all of you at the NBEA Convention in Chicago. It will be a wonderful time, so please don't miss it. As for future business educators, you will not be disappointed with this opportunity to expand your horizons in the business education field, as well as meeting other business educators from all across the country. As college students, I know we do not always have a lot of extra funds laying around, but ask your advisor if your college or university provides any assistance to students and their professional development. Northwest does a great job with helping students attend conventions such as these, so don't be afraid to ask. I wish you all a great Spring semester and I'll see you in a few months.

## ILLINOIS REPORT

### Margaret Erthel, Representative

**T**he Annual Illinois Business Education Association Conference was a great success! It was held November 6-7 in Springfield, Illinois was over 400 people in attendance. Hands-on Computer Sessions are always filled and this year was no different. The sessions included



- a Using FrontPage to Create a Web-Based Survey
- a Building Web Pages with Macromedia Dreamweaver
- a Preparing tests with WebCT using Respondus
- a WebQuests Basics
- a Creating Animation using Macromedia Flash
- a Cutting Edge Internet-Based Keyboarding
- a Demystifying Access
- a Digital Memory Maker

In addition to hands-on sessions, there are a number of workshops offered throughout the two-day conference. The sessions focus on teachers' needs and issues, both currently and in the future. A President's reception topped off the evening with food and beverages for those in attendance. The opening speaker was Mark A. Thompson who spoke on "The Challenge," which was well received. The exhibitors always draw a large crowd with displays of textbooks, hardware, software, and demonstrations. Special opportunities included the Microsoft Office 2002 Specialist (MOUS) Test and the Internet and Computing Core Certification (IC<sup>3</sup>) test.

Dr. Clora Mae Baker from Southern Illinois University Carbondale received the Distinguished Service Award. Donna Peterson from Kishwaukee received the Administration/Teacher of the Year Award. Jodee Werkheiser received the Outstanding New Professional Award. Dr. Julie Chadd from Eastern Illinois University received the Doctoral Research Award.

Matt Hankins, NCBEA President, brought greetings and helped staff the NCBEA/NBEA Membership booth during the conference—THANK YOU, MATT

### Officers of NCBEA below:

Ethel Holladay  
President-Elect



Maurice Henderson  
Treasurer.



## 2004 BERNARDI PRE-ISBE CONFERENCE TOUR

### Ray Bernardi

An ISBE Pre-conference tour to destinations in Greece, Turkey, the Czech Republic and Poland is being offered by Dr. Ray Bernardi in conjunction with the 2004 ISBE Conference in **Krakow, Poland**.



The dates of the tour are July 14-25, and the dates of the 2004 ISBE Conference are July 25-30. Participants will leave the USA from the JFK Airport in New York City on the evening of Wed., July 14 for Athens, Greece, and the start of their 2004 tour. It will begin with a cruise of the Greek Isles which will include visits to the following Greek Islands: Mykonos, Patmos, Rhodes, Crete, and Santorini. It will also include the port of Kusadasi on Turkey's western coast from which we will visit the magnificent ruins of Ephesus. Following the cruise, you will have a city tour of Athens.

Your next destination will be Istanbul, Turkey, where you'll visit the Topkapi Palace (the residence of the former Sultan of the Ottoman Empire); the Blue Mosque; St. Sophia; the Ancient Byzantine Aqueduct; the Kapali Carsi (covered bazaar); and the Spice Bazaar. In the afternoon, you'll take a ferry boat across the Bosphorus to the Asian town of Uskudar, where you'll visit one of Turkey's famous Hamams (bath house) and see what an old, smaller Turkish town looks like. You'll conclude your visit to the magic city of Istanbul with a romantic dinner at a restaurant overlooking the Bosphorus. While you're eating, you might see ships from Russia passing through on their way to and from the Mediterranean Sea.

From Istanbul you will fly to Prague, the capital of the Czech Republic. Since the "Velvet Revolution," Prague has grown into one of the more fashionable, beautiful, and culturally exciting cities in Europe—so now you'll have the opportunity to visit this magnificent city on the banks of the Vltava River! Prague architecture represents a unique blend of Gothic, Renaissance, and Baroque styles. With a local guide you will see the 1,000 year old Hradcany Castle, majestic St. Vitus' Cathedral, and the Golden Lane, before you descend to the Old Town, where you will

conclude your tour at the fascinating Astronomical Clock. Later, there will be time for you to shop for fine Bohemian crystal, Carlsbad porcelain, or superb costume jewelry, treasures for which the Czech Republic is world-famous. You'll have dinner at a local restaurant in Prague tonight with local entertainment.

From Prague you'll motor to Krakow, passing through Czech town of Hradec Kralove, and drive into Poland at the Nachod border crossing. From Nachod, the motorcoach takes you to into Krakow. On your arrival in Krakow, you'll be taken to your ISBE Conference hotel where you will check in and pick up your 2004 ISBE Conference registration packet. This evening, you will be able to attend the opening reception of the 2004 ISBE Conference. (Tour participants do not have to attend the ISBE Conference).

A lot is packed into this trip to Greece, Turkey, and eastern Europe. However, the tour has been planned so that you will have ample time to shop and explore on your own in each place that you will be visiting.

To sign up for the tour, please send a deposit of \$200 (please make out your check payable to Ray Bernardi) and send it to: Dr. Ray Bernardi, 3109 Aylesbury Circle, Lexington, KY 40509, no later than March 31, 2004, to guarantee a place on the tour. If possible, please send your deposit earlier to help Dr. Bernardi in planning his tour. A complete itinerary and detailed information about other tour inclusions can be obtained by mail from: Dr. Ray Bernardi, 3109 Aylesbury Circle, Lexington, KY 40509; by e-mail at [rbern65454@aol.com](mailto:rbern65454@aol.com), by calling 859-263-3315; or by accessing his web page at: <http://www.geocities.com/rbern65454/index.html>



## Dr. Helen Green Obituary

Dr. Helen H. Green, known in the North Central region and nationally to students, teachers, authors, and administrators in business education, passed away on November 14, 2003, in Alpharetta, Georgia.

Dr. Green, professor emeritus, taught at Michigan State University in East Lansing from 1950 to 97. She had a dual appointment in the College of Business and the College of Education. At various times during her tenure at MSU, she was called upon as a visiting professor at several colleges and universities throughout the country. Upon retirement from MSU, she was appointed Director of Curriculum Development at Davenport College in Lansing.

Prior to joining MSU, Dr. Green taught at both elementary and secondary schools in several states, including a one-room country school in St. Louis County, Missouri.

As one of the most prolific writers in business education, Dr. Green authored or co-authored six books and wrote hundreds of articles or columns, including her "Just Between Us" columns that ran for thirteen years in Business Education World.

Dr. Green served on numerous local, state, and national committees. Especially known for her practical teaching tips, she was a frequent speaker at conventions and held workshops or participated in conferences throughout the North Central region and the country. She also received many professional awards.

Dr. Green was a teacher, counselor, and mentor who spread good cheer and inspired all who knew her. She will be missed.

"She was predeceased by her husband, Clarence Douglas Green. She is survived by her daughters, Penelope Green Dickas of Blue Ridge, GA, and Jennifer Green Harvey of Jasper, GA, six grandchildren, and eight great-grandchildren."

. . . submitted by Elizabeth Goodrich

## SYMPATHY

We extend our sympathy  
to the family and friends  
of former NBEA/NCBEA member  
**Dr. Helen Green**  
who passed away November 14, 2003.  
Helen was a long-time instructor at  
Michigan State University



## SYMPATHY

We extend heartfelt sympathy to  
**NBEA President John Lightle**  
in the recent loss of his **mother**  
on January 11, 2003, in Montpelier, Indiana..  
  
Our thoughts are with you and your family!

## IOWA NEWS

by Beth Sindt, Representative

**I**owa Business Education Association Recognizes Honorees.

The Iowa Business Education Association held its state fall conference on October 17-18, 2003, in Des Moines Iowa.



Joan Cochrane, a business education teacher at Prairie High School in Cedar Rapids, Iowa, received the 2003 Outstanding Secondary Business Educator Awards and 2003 Hoffman Award.

Robert EnTin, a business education teacher at Clarion-Goldfield High School in Clarion, Iowa, received the 2003 Outstanding New Secondary Business Education Award.

Lou Ann Knorr, who teaches at Des Moines Area Community College, Carroll Campus, in Carroll, Iowa, received the 2003 Outstanding Postsecondary Business Educator Award.

**A reminder to all—NCBEA/Iowa Business Education Association joint convention will be October 15-16, 2004, also at the Des Moines airport Holiday Inn.**

**WEB SITE:** Our Temporary Web site is <http://www.iowatelecom.net/~elwoods/>.

### NCBEA MEMBERSHIP DIRECTORS

Sharon Fisher-Larson & Kimberly Schultz



## Missouri Report

Donna DeFrain, Representative

**M**issouri Business Education Association held its 12<sup>th</sup> annual fall conference at the Lake of the Ozarks at the Inn of Grand Glaize on November 21-22, 2003. Our conference began on Friday night with a keynote speaker and Saturday morning several breakout sessions were held.



Our keynote speaker was Nancy Wegge who amazed and entertained us with magic to illustrate points on motivating students. Each attendee received one of her posters entitled "Experience the Magic! 100 Terrific Tips to Exceed Employer Expectations."

Saturday morning began with a full buffet breakfast. Workshops were given on video production/editing, Web page design, desktop publishing, activities and strategies for various business courses, FBLA, accounting, use of the Whiteboard to teaching keyboarding, and others.

**NCBEA secretary  
Glenda Kunar**



**NCBEA Board at Summer Board Meeting in Chicago, helped Lindsey (our student representative) celebrate her 21st birthday!**



## NCBEA ELECTIONS for Secretary and President Elect

### Nancy Zeliff, President-Elect



Nancy Zeliff received her Ph.D. and M.S. degrees in Business Education from the University of Missouri and her B.S. in Education and Office Administration from Northwest Missouri State University. She is certified in IC3, as a MOUS Master, and as a Certified Professional Secretary. She has taught a variety of business courses at the high school, adult education, and college levels and has been at Northwest Missouri State University since 1987. For two months in 2003, she was an exchange teacher at the Satakunta Polytechnic Institute in Pori, Finland. She is a member of the National Business Education Association, a NABTE Executive Board Member, a former North Central Business Education Association Missouri State Representative, present President of the Missouri Business Education Association, a former member of the Policy Council for Business and Economic Education, a former president of the NATEBE Affiliate of the Association for Career and Technical Education, a member of Delta Pi Epsilon, and a sponsor of the Beta Chapter of the Pi Omega Pi and former President of the National Council. Has received awards as NBEA, NCBEA, and Missouri Business Education Association College/University Teacher of the Year as well as various research awards.

### Beth Sindt, Secretary



Beth Sindt received her Master of Education in Professional Studies from Iowa State University and a Bachelor of Science in Business Education from Graceland University. She has taught a variety of business classes at the high school level from 1979 to 1981 and at Hawkeye Community College in Waterloo since 1982 to the present. She is a member of the National Business Education Association and Delta Pi Epsilon as well as many other professional organizations. She has received recognition for her dedication as the president of the Iowa Business Education Association, the advisor to the International Association of Administrative Professionals student chapter, the President's Award for Outstanding Service at Hawkeye Community College, IBEA Outstanding Post-Secondary Business Educator in Area 7, and the Make It Happen award from Reinbeck Elementary School. She has been active in the North Central Business Education Association Administrative Board as the Iowa Representative and as the Awards Chairperson.

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## BALLOT - NCBEA

### President Elect (vote for 1)

\_\_\_\_\_ **Nancy Zeliff**  
 \_\_\_\_\_ **Write-In** \_\_\_\_\_

### Secretary (vote for 1)

\_\_\_\_\_ **Beth Sindt**  
 \_\_\_\_\_ **Write-In** \_\_\_\_\_

This ballot must be postmarked by March 31 It **cannot** be a faxed or e-mailed copy.

*Please return to:*  
 Sue Reid  
 1635 Cahill Drive  
 East Lansing, MI 48823

## Award Forms

### CRITERIA FOR AWARD III Senior College or University Business Teacher

Please type each criterion at the top of a separate sheet of paper. Each response must not exceed one page, one side only. A 10-point or larger font is required.

- 1. Teaching.** Contributions to business education through teaching. Include information about classroom teaching performance, years of experience, and subject areas taught; give evidence of effectiveness (student, peer, and administrative evaluations). Supporting documentation from students, administrators, and/or professional colleagues (incorporated into the narrative) is essential to this criterion. Do not include copies of student evaluations or other documentation. (Maximum points—50)
- 2. Professional Organizations.** Participation and offices held in local, state, regional, and national professional associations. Special activities that resulted in needed changes or improvements in the profession. (Maximum points—20)
- 3. Other Responsibilities.** Involvement in other activities such as departmental responsibilities, serving on committees, and working with student organizations. (Maximum points—15)
- 4. Publications.** Contributions to business education through major articles, refereed publications, non-refereed publications, and research activities (including grant proposals). Describe the significance of such activities on the profession. List—**but do not include copies of**—articles, monographs, books, etc., published by the nominee. (Maximum points—10)
- 5. Civic Organizations.** Contributions to business education through religious, civic, government, cultural, and private business organizations. (Maximum points—5).

**NOMINATION PACKAGE MUST BE POSTMARKED BY March 31, 2004.**

**Mail to:**

**Beth Sindt  
Business Department  
Hawkeye Community College  
1501 East Orange Road  
P.O. Box 8015  
Waterloo, IA 50704-8015**

## **Award Forms**

### **BIOGRAPHICAL DATA OF NOMINEE Senior College or University Business Teacher**

List most recent activities first. (You may reproduce this page; however, you are limited to one total page, not one page for each of the five criteria.)

**1. DEGREES**

**(List degrees, institutions, and year attended.)**

**2. ADMINISTRATIVE/TEACHING EXPERIENCE**

**(Give years of experience in business education teaching, administration, or supervision.)**

**3. PROFESSIONAL MEMBERSHIPS**

**(Provide name, years of membership, and leadership positions.)**

**4. HONORS AND AWARDS**

**(Provide name of award, years, and name of sponsoring organization.)**

**5. PUBLICATIONS**

**(Provide name of article/book, copyright date, and publisher. Do not include copies of any publications.)**

## Award Forms

### 2004 AWARD III NOMINATION FORM NORTH CENTRAL BUSINESS EDUCATION ASSOCIATION TEACHER OF THE YEAR AWARD

#### Outstanding Contributions to Business Education By a Senior College or University Business Teacher

#### ELIGIBILITY

The nominee must be primarily engaged in teaching business at the collegiate/university level (including business teacher education). If the nominee has dual responsibilities, at least 50 percent of those responsibilities at the major employing institution must be in teaching. The nominee's contributions may have been made over an extended period of time, but the major impact must have occurred within three years prior to the nomination. **The nominee must be a member of NBEA.**

#### NOMINATION GUIDELINES (Please read carefully.)

1. Nominations must be made by an NBEA member or by the Executive Boards of NBEA-affiliated state or local associations. The nominator signing the form must be a **current NBEA member** or the nominee will be disqualified.
2. Nominations must be on this **2003 nomination form** cover sheet. The **biographical data of nominee** on the accompanying sheet (p .2) **and the responses to each criterion on page 3 must not exceed one page, one side only.** Please type each statement at the top of a separate sheet of paper before beginning your response. **A 10-point or larger font is required.**
3. **Nine copies** of the nomination packet must be submitted to NCBEA Awards Chair. **All material** (including the nomination form, the biographical data, the criterion responses, and the supporting letters) must be on **blue** paper.
4. **A maximum of five (5) supporting letters, each limited to one side of one piece of 8 ½" x 11" paper or letterhead,** may accompany this form. A 10-point or larger font is required. Please note: Letters longer than one page will result in disqualification of the nominee.
5. **No additional pages or material** should be included with the nomination form other than letters as stated in Number 4 above.
6. Nominations should be mailed to Beth Sindt, Business Department, Hawkeye Community College, 1501 East Orange Road, PO Box 8015, Waterloo, IA 50704-8015.
7. **Nomination papers must be postmarked by March 31, 2004.**

**FAILURE TO FOLLOW ANY OF THE NOMINATION GUIDELINES WILL RESULT IN DISQUALIFICATION OF THE NOMINATION.**

Date \_\_\_\_\_

NBEA Membership No. \_\_\_\_\_

Full Name of Nominee \_\_\_\_\_

Home Address \_\_\_\_\_

Present Position \_\_\_\_\_ School \_\_\_\_\_

School Address \_\_\_\_\_

Daytime Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Name of Nominator \_\_\_\_\_ Signature \_\_\_\_\_

Home Address \_\_\_\_\_

Position \_\_\_\_\_ Email \_\_\_\_\_ NBEA Membership No. \_\_\_\_\_

## Award Forms

### CRITERIA FOR AWARD II Postsecondary Business Teacher

Please type each criterion at the top of a separate sheet of paper. Each response must not exceed one page, one side only. A 10-point or larger font is required.

- 1. Teaching.** Contributions to business education through teaching. Include information about classroom teaching performance, years of experience, and subject areas taught; give evidence of effectiveness (student, peer, and administrative evaluations). Supporting documentation from students, administrators, and/or professional colleagues (incorporated into the narrative) is essential to this criterion. Do not include copies of student evaluations or other documentation. (Maximum points—50)
- 2. Professional Organizations.** Participation and offices held in local, state, regional, and national professional associations. Special activities that resulted in needed changes or improvements in the profession. (Maximum points—20)
- 3. Other Responsibilities.** Involvement in other activities such as departmental responsibilities, serving on committees, and working with student organizations. (Maximum points—15)
- 4. Publications.** Contributions to business education through major articles, refereed publications, non-refereed publications, and research activities (including grant proposals). Describe the significance of such activities on the profession. List—**but do not include copies of**—articles, monographs, books, etc., published by the nominee. (Maximum points—10)
- 5. Civic Organizations.** Contributions to business education through religious, civic, government, cultural, and private business organizations. (Maximum points—5).

**NOMINATION PACKAGE MUST BE POSTMARKED BY March 31, 2004.**

**Mail to:**

**Beth Sindt  
Business Department  
Hawkeye Community College  
1501 East Orange Road  
P.O. Box 8015  
Waterloo, IA 50704-8015**

## **Award Forms**

### **BIOGRAPHICAL DATA OF NOMINEE Postsecondary Business Teacher**

List most recent activities first. (You may reproduce this page; however, you are limited to one total page, not one page for each of the five criteria.)

**1. DEGREES**

**(List degrees, institutions, and year attended.)**

**2. ADMINISTRATIVE/TEACHING EXPERIENCE**

**(Give years of experience in business education teaching, administration, or supervision.)**

**3. PROFESSIONAL MEMBERSHIPS**

**(Provide name, years of membership, and leadership positions.)**

**4. HONORS AND AWARDS**

**(Provide name of award, years, and name of sponsoring organization.)**

**5. PUBLICATIONS**

**(Provide name of article/book, copyright date, and publisher. Do not include copies of any publications.)**

## Award Forms

### 2004 AWARD II NOMINATION FORM NORTH CENTRAL BUSINESS EDUCATION ASSOCIATION TEACHER OF THE YEAR AWARD

#### Outstanding Contributions to Business Education by a Postsecondary Business Teacher (Other Than a Senior College or University Teacher)

#### ELIGIBILITY

The nominee must be primarily engaged in teaching business at the postsecondary level. If the nominee has dual responsibilities, at least 50 percent of those responsibilities at the major employing institution must be in teaching. The nominee's contributions may have been made over an extended period of time, but the major impact must have occurred within three years prior to the nomination. **The nominee must be a member of NBEA.**

#### NOMINATION GUIDELINES (Please read carefully.)

1. Nominations must be made by an NBEA member or by the Executive Boards of NBEA-affiliated state or local associations. The nominator signing the form must be a **current NBEA member** or the nominee will be disqualified.
2. Nominations must be on this **2004 nomination form** cover sheet. The **biographical data of nominee** on the accompanying sheet (p .2) **and the responses to each criterion on page 3 must not exceed one page, one side only.** Please type each statement at the top of a separate sheet of paper before beginning your response. **A 10-point or larger font is required.**
3. **Nine copies** of the nomination packet must be submitted to NCBEA Awards Chair. **All** material (including the nomination form, the biographical data, the criterion responses, and the supporting letters) must be on **yellow** paper.
4. **A maximum of five (5) supporting letters, each limited to one side of one piece of 8 ½" x 11" paper or letterhead,** may accompany this form. A 10-point or larger font is required. Please note: Letters longer than one page will result in disqualification of the nominee.
5. **No additional pages or material** should be included with the nomination form other than letters as stated in Number 4 above.
6. Nominations should be mailed to Beth Sindt, Business Department, Hawkeye Community College, 1501 East Orange Road, PO Box 8015, Waterloo, IA 50704-8015.
7. **Nomination papers must be postmarked by March 31, 2004.**

**FAILURE TO FOLLOW ANY OF THE NOMINATION GUIDELINES WILL RESULT IN DISQUALIFICATION OF THE NOMINATION.**

*Date* \_\_\_\_\_ *NBEA Membership No.* \_\_\_\_\_

Full Name of Nominee \_\_\_\_\_

Home Address \_\_\_\_\_

Present Position \_\_\_\_\_ School \_\_\_\_\_

School Address \_\_\_\_\_

Daytime Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Name of Nominator \_\_\_\_\_ Signature \_\_\_\_\_

Home Address \_\_\_\_\_

Position \_\_\_\_\_ Email \_\_\_\_\_ NBEA Membership No. \_\_\_\_\_

## Award Forms

### CRITERIA FOR AWARD I Secondary Business Teacher

Please type each criterion at the top of a separate sheet of paper. Each response must not exceed one page, one side only. A 10-point or larger font is required.

- 1. Teaching.** Contributions to business education through teaching. Include information about classroom teaching performance, years of experience, and subject areas taught; give evidence of effectiveness (student, peer, and administrative evaluations). Supporting documentation from students, administrators, and/or professional colleagues (incorporated into the narrative) is essential to this criterion. Do not include copies of student evaluations or other documentation. (Maximum points—50)
- 2. Professional Associations.** Participation and offices held in local, state, regional, and national professional associations. Special activities that resulted in needed changes or improvements in the profession. (Maximum points—20)
- 3. Other Responsibilities.** Involvement in other activities such as departmental responsibilities, serving on committees, and working with student organizations. (Maximum points—15)
- 4. Publications.** Contributions to business education through major articles, refereed publications, non-refereed publications, and research activities (including grant proposals). Describe the significance of such activities on the profession. List—**but do not include copies of**—articles, monographs, books, etc., published by the nominee. (Maximum points—10)
- 5. Civic Organizations.** Contributions to business education through religious, civic, government, cultural, and private business organizations. (Maximum points—5).

**NOMINATION PACKAGE MUST BE POSTMARKED BY March 31, 2004.**

**Mail to:**

**Beth Sindt  
Business Department  
Hawkeye Community College  
1501 East Orange Road  
P.O. Box 8015  
Waterloo, IA 50704-8015**

## **Award Forms**

### BIOGRAPHICAL DATA OF NOMINEE **Secondary Business Teacher**

List most recent activities first. (You may reproduce this page; however, you are limited to one total page, not one page for each of the five criteria.)

**1. DEGREES**

**(List degrees, institutions, and year attended.)**

**2. ADMINISTRATIVE/TEACHING EXPERIENCE**

**(Give years of experience in business education teaching, administration, or supervision.)**

**3. PROFESSIONAL MEMBERSHIPS**

**(Provide name, years of membership, and leadership positions.)**

**4. HONORS AND AWARDS**

**(Provide name of award, years, and name of sponsoring organization.)**

**5. PUBLICATIONS**

**(Provide name of article/book, copyright date, and publisher. Do not include copies of any publications.)**

## Award Forms

2004 AWARD I NOMINATION FORM  
NORTH CENTRAL BUSINESS EDUCATION ASSOCIATION  
TEACHER OF THE YEAR AWARD

# Outstanding Contributions to Business Education by a Secondary Business Teacher

### ELIGIBILITY

The nominee must be primarily engaged in teaching business at the secondary level. If the nominee has dual responsibilities, at least 50 percent of those responsibilities at the major employing institution must be in teaching. The nominee's contributions may have been made over an extended period of time, but the major impact must have occurred within three years prior to the nomination. **The nominee must be a member of NBEA.**

### NOMINATION GUIDELINES (Please read carefully.)

1. Nominations must be made by an NBEA member or by the Executive Boards of NBEA-affiliated state or local associations. The nominator signing the form must be a **current NBEA member** or the nominee will be disqualified.
2. Nominations must be on this **2004 nomination form** cover sheet. The **biographical data of nominee** on the accompanying sheet (p.2) **and the responses to each criterion on page 3 must not exceed one page, one side only.** Please type each statement at the top of a separate sheet of paper before beginning your response. **A 10-point or larger font is required.**
3. **Nine copies** of the nomination packet must be submitted to NCBEA Awards Chair. **All material** (including the nomination form, the biographical data, the criterion responses, and the supporting letters) must be on **green** paper.
4. **A maximum of five (5) supporting letters, each limited to one side of one piece of 8 ½" x 11" paper or letterhead,** may accompany this form. A 10-point or larger font is required. Please note: Letters longer than one page will result in disqualification of the nominee.
5. **No additional pages or material** should be included with the nomination form other than letters as stated in Number 4 above.
6. Nominations should be mailed to Beth Sindt, Business Department, Hawkeye Community College, 1501 East Orange Road, PO Box 8015, Waterloo, IA 50704-8015.
7. **Nomination papers must be postmarked by March 31, 2004.**

**FAILURE TO FOLLOW ANY OF THE NOMINATION GUIDELINES WILL  
RESULT IN DISQUALIFICATION OF THE NOMINATION.**

*Date* \_\_\_\_\_

*NBEA Membership No.* \_\_\_\_\_

Full Name of Nominee \_\_\_\_\_

Home Address \_\_\_\_\_

Present Position \_\_\_\_\_ School \_\_\_\_\_

School Address \_\_\_\_\_

Daytime Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Name of Nominator \_\_\_\_\_ Signature \_\_\_\_\_

Home Address \_\_\_\_\_

Position \_\_\_\_\_ Email \_\_\_\_\_ NBEA Membership No. \_\_\_\_\_

## Award Forms

### CRITERIA FOR AWARD V Emerging Business Teacher

Please type each criterion at the top of a separate sheet of paper. Each response must not exceed one page, one side only. A 10-point or larger font is required.

- 1. Teaching.** Contributions to business education through teaching. Include information about classroom teaching performance, years of experience, and subject areas taught; give evidence of effectiveness (student, peer, and administrative evaluations). Supporting documentation from students, administrators, and/or professional colleagues (incorporated into the narrative) is essential to this criterion. Do not include copies of student evaluations or other documentation. (Maximum points—50)
- 2. Professional Organizations.** Participation and offices held in local, state, regional, and national professional associations. Special activities that resulted in needed changes or improvements in the profession. (Maximum points—20)
- 3. Professional Responsibilities.** Involvement in other activities such as departmental responsibilities, serving on committees, and working with student organizations. (Maximum points—15)
- 4. Publications.** Contributions to business education through major articles, refereed publications, non-refereed publications, and research activities (including grant proposals). Describe the significance of such activities on the profession. List—**but do not include copies of**—articles, monographs, books, etc., published by the nominee. (Maximum points—10)
- 5. Civic Organizations.** Contributions to business education through religious, civic, government, cultural, and private business organizations. (Maximum points—5).

**NOMINATION PACKAGE MUST BE POSTMARKED BY March 31, 2004.**

**Mail to:**

**Beth Sindt  
Business Department  
Hawkeye Community College  
1501 East Orange Road  
P.O. Box 8015  
Waterloo, IA 50704-8015**

## Award Forms

### BIOGRAPHICAL DATA OF NOMINEE

### Emerging Professional

List most recent activities first. (You may reproduce this page; however, you are limited to one total page, not one page for each of the five criteria.)

**1. DEGREES**

(List degrees, institutions, and year attended.)

**2. ADMINISTRATIVE/TEACHING EXPERIENCE**

(Give years of experience in business education teaching, administration, or supervision.)

**3. PROFESSIONAL MEMBERSHIPS**

(Provide name, years of membership, and leadership positions.)

**4. HONORS AND AWARDS**

(Provide name of award, years, and name of sponsoring organization.)

**5. PUBLICATIONS**

(Provide name of article/book, copyright date, and publisher. Do not include copies of any publications.)

## Award Forms

### 2004 AWARD V NOMINATION FORM NORTH CENTRAL BUSINESS EDUCATION ASSOCIATION EMERGING PROFESSIONAL AWARD

#### ELIGIBILITY

The nominee must be primarily engaged in teaching business at the K-12 level. The nominee must have taught for five or less years. If the nominee has dual responsibilities, at least 50 percent of those responsibilities at the major employing institution must be in teaching. **The nominee must be a member of NBEA.**

#### NOMINATION GUIDELINES (Please read carefully.)

1. Nominations must be made by an NBEA member or by the Executive Boards of NBEA-affiliated state or local associations. The nominator signing the form must be a **current NBEA member** or the nominee will be disqualified.
2. Nominations must be on this **2004 nomination form** cover sheet. The **biographical data of nominee** on the accompanying sheet (p .2) **and the responses to each criterion on page 3 must not exceed one page, one side only.** Please type each statement at the top of a separate sheet of paper before beginning your response. **A 10-point or larger font is required.**
3. **Nine copies** of the nomination packet must be submitted to NCBEA Awards Chair. **All** material (including the nomination form, the biographical data, the criterion responses, and the supporting letters) must be on **white** paper.
4. **A maximum of five (5) supporting letters, each limited to one side of one piece of 8 ½" x 11" paper or letterhead,** may accompany this form. A 10-point or larger font is required. Please note: Letters longer than one page will result in disqualification of the nominee.
5. **No additional pages or material** should be included with the nomination form other than letters as stated in Number 4 above.
6. Nominations should be mailed to Beth Sindt, Business Department, Hawkeye Community College, 1501 East Orange Road, PO Box 8015, Waterloo, IA 50704-8015.
7. **Nomination papers must be postmarked by March 31, 2004.**

**FAILURE TO FOLLOW ANY OF THE NOMINATION GUIDELINES WILL  
RESULT IN DISQUALIFICATION OF THE NOMINATION.**

*Date* \_\_\_\_\_

*NBEA Membership No.* \_\_\_\_\_

Full Name of Nominee \_\_\_\_\_

Home Address \_\_\_\_\_

Present Position \_\_\_\_\_ School \_\_\_\_\_

School Address \_\_\_\_\_

Daytime Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Name of Nominator \_\_\_\_\_ Signature \_\_\_\_\_

Home Address \_\_\_\_\_

Position \_\_\_\_\_ Email \_\_\_\_\_ NBEA Membership No. \_\_\_\_\_

## Award Forms

### CRITERIA FOR AWARD IV Administrator or Supervisor of Business Education

Please type each criterion at the top of a separate sheet of paper. Each response must not exceed one page, one side only. A 10-point or larger font is required.

- 1. Teaching.** Contributions to business education through administrative and/or supervisory activities—years of experience and evidence of effectiveness in the field should be documented. (Maximum points—50)
- 2. Professional Organizations.** Participation and offices held in local, state, regional, and national professional associations and other special activities resulting in the improvement of the profession. (Maximum points—20)
- 3. Program Development.** Development and/or support of education programs that provide unusual opportunities for business education students to benefit from interrelationships with the business community. Evidence of involvement in other programs that display unusual commitment to students and/or teachers through personal or staff contacts, activities, and ongoing support. (Maximum points—15)
- 4. Other Contributions.** Demonstration of efforts to inform citizens of the achievements of business education and of the needs of the program's future development; contributions to business education through public persuasiveness and/or support of state or federal legislation designated to advance the purposes of business education. (Maximum points—15)

**NOMINATION PACKAGE MUST BE POSTMARKED BY March 31, 2004.**

**Mail to:**

**Beth Sindt  
Business Department  
Hawkeye Community College  
1501 East Orange Road  
P.O. Box 8015  
Waterloo, IA 50704-8015**

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## **Award Forms**

### **BIOGRAPHICAL DATA OF NOMINEE Administrator or Supervisor of Business Education**

List most recent activities first. (You may reproduce this page; however, you are limited to one total page, not one page for each of the five criteria.)

**1. DEGREES**

**(List degrees, institutions, and year attended.)**

**2. ADMINISTRATIVE/TEACHING EXPERIENCE**

**(Give years of experience in business education teaching, administration, or supervision.)**

**3. PROFESSIONAL MEMBERSHIPS**

**(Provide name, years of membership, and leadership positions.)**

**4. HONORS AND AWARDS**

**(Provide name of award, years, and name of sponsoring organization.)**

**5. PUBLICATIONS**

**(Provide name of article/book, copyright date, and publisher. Do not include copies of any publications.)**

## Award Forms

### 2004 AWARD IV NOMINATION FORM NORTH CENTRAL BUSINESS EDUCATION ASSOCIATION TEACHER OF THE YEAR AWARD

#### Outstanding Contributions to Business Education By an Administrator or Supervisor of Business Education

#### ELIGIBILITY

The nominee must be primarily engaged in the administration or supervision of a business education program. If the nominee has dual responsibilities, **at least 50 percent** of those responsibilities must be in an administrative/supervisory function at the major employing institution. **The nominee must be a member of NBEA.**

#### NOMINATION GUIDELINES (Please read carefully.)

1. Nominations must be made by an NBEA member or by the Executive Boards of NBEA-affiliated state or local associations. The nominator signing the form must be a current NBEA member or the nominee will be disqualified.
2. Nominations must be on this **2004 nomination form** cover sheet. The **biographical data of nominee** on the accompanying sheet (p.2) **and the responses to each criterion on page 3 must not exceed one page, one side only.** Please type each statement at the top of a separate sheet of paper before beginning your response. **A 10-point or larger font is required.**
3. **Nine copies** of the nomination packet must be submitted to NCBEA Awards Chair. **All material** (including the nomination form, the biographical data, the criterion responses, and the supporting letters) must be on **pink** paper.
4. **A maximum of five (5) supporting letters, each limited to one side of one piece of 8 1/2" x 11" paper or letterhead,** may accompany this form. A 10-point or larger font is required. Please note: Letters longer than one page will result in disqualification of the nominee.
5. **No additional pages or material** should be included with the nomination form other than letters as stated in Number 4 above.
6. Nominations should be mailed to Beth Sindt, Business Department, Hawkeye Community College, 1501 East Orange Road, P.O. Box 8015, Waterloo, IA 50704-8015.
7. **Nomination papers must be postmarked by March 31, 2004.**

**FAILURE TO FOLLOW ANY OF THE NOMINATION GUIDELINES WILL  
RESULT IN DISQUALIFICATION OF THE NOMINATION.**

*Date* \_\_\_\_\_

*NBEA Membership No.* \_\_\_\_\_

Full Name of Nominee \_\_\_\_\_

Home Address \_\_\_\_\_

Present Position \_\_\_\_\_ School \_\_\_\_\_

School Address \_\_\_\_\_

Daytime Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Name of Nominator \_\_\_\_\_ Signature \_\_\_\_\_

Home Address \_\_\_\_\_

Position \_\_\_\_\_ Email \_\_\_\_\_ NBEA Membership No. \_\_\_\_\_

## **Award Forms**

### CRITERIA FOR AWARD VI **Friend of Business Education**

**Response must not exceed one page, one side only. A 10-point or larger font is required.**

In the space provided, list the contributions and achievements of the nominee that have advanced business education. List pertinent information that will clearly indicate the nominee's contributions. List in order of significance. Information should be brief and to the point. This will be used for the introduction, if the nominee is selected.

**NOMINATION PACKAGE MUST BE POSTMARKED BY March 31, 2004.**

**Mail to:**

**Beth Sindt  
Business Department  
Hawkeye Community College  
1501 East Orange Road  
P.O. Box 8015  
Waterloo, IA 50704-8015**

## **Award Forms**

### **BIOGRAPHICAL DATA OF NOMINEE Friend of Business Education**

List most recent activities first. (You may reproduce this page; however, you are limited to one total page, not one page for each of the five criteria.)

**1. DEGREES**

**(List degrees, institutions, and year attended.)**

**2. EXPERIENCE**

**(Give years of experience related to business education.)**

**3. PROFESSIONAL MEMBERSHIPS**

**(Provide name, years of membership, and leadership positions.)**

**4. HONORS AND AWARDS**

**(Provide name of award, years, and name of sponsoring organization.)**

**5. PUBLICATIONS**

**(Provide name of article/book, copyright date, and publisher. Do not include copies of any publications.)**

## Award Forms

### 2004 AWARD VI NOMINATION FORM NORTH CENTRAL BUSINESS EDUCATION ASSOCIATION FRIEND OF BUSINESS EDUCATION AWARD

#### ELIGIBILITY

A "Friend of Business Education" is defined as individuals or organizations outside the field of business education who have made significant contributions to the improvement, promotion, development, and progress of business education. Individuals or organizations considered for this award must have demonstrated a concern for business education as evidenced through sponsored programs, publications, financial support, and other activities. Primary consideration will be given to individuals/organizations impacting on business education in the NCBEA region. Examples of possible nominees include business firms, industries, boards of education, boards of trustees, lay citizens, legislators, etc.

#### NOMINATION GUIDELINES (Please read carefully.)

1. Nominations must be made by an NBEA member or by the Executive Boards of NBEA-affiliated state or local associations. The nominator signing the form must be a **current NBEA member** or the nominee will be disqualified.
2. Nominations must be on this **2004 nomination form** cover sheet with the **response to criterion on page 2 not exceeding one page, one side only. A 10-point or larger font is required.**
3. **Nine copies** of the nomination packet must be submitted to NCBEA Awards Chair. **All** material (including the nomination form, criterion response, and the supporting letters) must be on **salmon-colored** paper.
4. **A maximum of five (5) supporting letters, each limited to one side of one piece of 8 ½" x 11" paper or letterhead,** may accompany this form. A 10-point or larger font is required. Please note: Letters longer than one page will result in disqualification of the nominee.
5. **No additional pages or material** should be included with the nomination form other than letters as stated in Number 4 above.
6. Nominations should be mailed to Beth Sindt, Business Department, Hawkeye Community College, 1501 East Orange Road, PO Box 8015, Waterloo, IA 50704-8015.
7. **Nomination papers must be postmarked by March 31, 2004.**

**FAILURE TO FOLLOW ANY OF THE NOMINATION GUIDELINES WILL  
RESULT IN DISQUALIFICATION OF THE NOMINATION.**

*Date* \_\_\_\_\_

*NBEA Membership No.* \_\_\_\_\_

Full Name of Nominee \_\_\_\_\_

Home Address \_\_\_\_\_

Present Position \_\_\_\_\_ School \_\_\_\_\_

School Address \_\_\_\_\_

Daytime Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Name of Nominator \_\_\_\_\_ Signature \_\_\_\_\_

Home Address \_\_\_\_\_

Position \_\_\_\_\_ Email \_\_\_\_\_ NBEA Membership No. \_\_\_\_\_

## NBEA MEMBERSHIP RATES

by Arlinda Carlson [ACarlson@nbea.org]

The NBEA Executive Board has increased membership dues by \$5 for each membership type to take effect immediately.

Those changes should be made immediately.

- **Professional dues are \$70.**
- **NBEA/ISBE dues are \$100.**
- **Student membership dues are \$40.**
- **Retired dues are \$45.**
- **ISBE/Retired dues are \$75.**
- **Student/ISBE dues are \$70.**

Of course, NBEA will honor any memberships received from previous mailings, including regional conference mailings.

### ACTE SPEAKERS



**Former Principal Joe Clark** (subject of Movie “Lean on Me.”)

**Neil Howe**, authority on generations in America, and Today’s Generation and the Work Force.



**Fred Grandy**, former congressman from Iowa and TV series Loveboat star.



# NATIONAL BUSINESS EDUCATION ASSOCIATION

## MEMBERSHIP APPLICATION

### Join Today and Increase Your Professional Expertise!

IMPORTANT... Please list both home and business addresses and telephone numbers. Indicate mailing preference:  Home  Business

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**MEMBER SERVICES**

- Publications
- Business Education Forum: NBEA's Journal
- Keying In: NBEA's Newsletter
- NBEA Handbook
- Special Publications and Promotional Items
- Curriculum Standards and Resources
- \$250,000 Professional Liability Insurance
- Annual National Convention
- Regional Association Membership
- Regional Conventions
- Legislative Advocacy
- Business-Industry Link
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- International Society for Business Education (ISBE)
- MasterCard Program

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Check Payable to NBEA

Visa # \_\_\_\_\_

MasterCard # \_\_\_\_\_

Expiration Date \_\_\_\_\_

Signature \_\_\_\_\_

Signature required for all credit card charges

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**MEMBERSHIP CLASSIFICATION:**

Professional \$70

Professional/ISBE (International Society for Business Education) \$100

Membership dues include a \$20 subscription to Business Education Forum. Subscriptions are not available to nonmembers. NBEA dues are not tax deductible as a charitable contribution for federal income tax purposes. However, they may be deducted as a business expense under other provisions of the Internal Revenue Code.

**RETURN THIS FORM WITH PAYMENT TO:**

National Business Education Association  
 1914 Association Drive  
 Reston, VA 20191-5596  
 (703) 860-6300 • Fax: (703) 620-4460  
 E-mail: nbea@nbea.org  
 www.nbea.org

Name \_\_\_\_\_ Title \_\_\_\_\_

Organization \_\_\_\_\_

Business Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Business Phone (Include Area Code) \_\_\_\_\_

Home Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

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