African American Students SIG Business Meeting
MINUTES
November 18, 2016

ACTFL BOSTON CONVENTION

1. Welcome from the Chair, Euphemia Lewis-Shelton
2. Presentation of AAS SIG and ACTFL Guidelines
3. Review of ACTFL Proposal Procedure Policies
4. Election for the position of Secretary
   a. 2 year position
   b. Duties: to prepare the minutes of the SIG annual business meeting, receive session proposals, and manage the proposal review process for the SIG
   c. Melanie Mello is elected Secretary
5. What would you like us to discuss?
   a. Additional sessions with a secondary school focus – methods and materials that teachers can take directly from the conference to the classroom. (suggestions: email reminders & newsletter can also be used to highlight pieces on methods and strategies)
6. Raffle
7. Presentation of the Past Chair Award to Cassandra Glynn
8. Closing