



Whole Language Umbrella

WLU President Responsibilities and Activities

General

- Serve a two-year term beginning at “Magic Hour” of the NCTE Annual Convention (noon on Sunday).
- Preside over the WLU Executive Board and the Delegates Assembly.
- Be the principal spokesperson for WLU.
- Propose and appoint ad hoc committees with the approval of the WLU Executive Board.
- Bring forth to the WLU Nominating Committee, nominations for vacant WLU Executive Board positions.
- Bring forth to the NCTE Executive Committee, nominations for NCTE officers and Nominating Committee.
- Bring forth to the NCTE Executive Committee, suggestions for committees and commissions.

Leadership

- Keeps NCTE Administrative Liaison Specialist informed of all WLU activities by sending copies of correspondence.
- Oversee administration of the Lifetime Membership and Service Awards by:
 - Submitting recommendations to the WLU Executive Board for approval.
 - Notifying recipient(s) that she/he has been selected.
 - Notifying NCTE staff liaison of recipient(s) for ordering of plaques.
 - Presenting awards during the Opening Session at the Literacies for All Summer Institute.
- Chairs or works with the Editor Search Committees for editors of *Talking Points*.
- Attend all meetings of the NCTE Executive Committee as a voting member—currently August, November [pre-and post-conference], February, and April. (See below for additional EC responsibilities and activities)
- Collaborates with other sections, committees, commissions, and task forces to promote the work of the Council.
- Nominate members for NCTE offices and Nominating Committee.

Literacies for All Summer Institute

- Oversee planning of the Literacies for All Summer Institute with Conference Committee.
- Presides at Opening Session and presents awards at the Literacies for All Summer Institute.
- As incoming president, present outgoing president with a plaque at the Literacies for All Summer Institute.
- As current president, present outgoing WLU Executive Board members with certificates at Literacies for All Summer Institute.
- Arrange for presentation of awards at Literacies for All Summer Institute.
- Arrange for introductions of speakers at the Literacies for All Summer Institute.
- Plans agenda and presides at WLU meetings (Literacies for All Summer Institute and NCTE Annual Convention).

NCTE Convention

- Helps plan NCTE convention by selecting WLU sessions at the Convention Planning Meeting.
- Presides at the Whole Language Opening Session at the NCTE Annual Convention.
- Plans agenda and presides at WLU meetings (Literacies for All Summer Institute and NCTE Annual Convention).
- Attend NCTE Annual Business/Board of Directors meeting and remind WLU members to attend.
- Attend meetings of committees/commissions for which you serve as an NCTE Executive Committee liaison.
- Sit on dais for various sessions at NCTE Annual Convention.

President as Member of the NCTE Executive Committee

- Attend, as a voting member, Executive Committee meetings traditionally held in:
 - November (two meetings at Annual Convention)
 - February (followed by the Winter Convention Planning Meeting)
 - April (including Advocacy Day in Washington, DC)
 - August
- Submit an annual report (a brief account of the section's activities) in the summer for inclusion in the NCTE Annual Reports to the Board of Directors.
- Submit two quarterly reports to be included on the Executive Committee agenda for February and August.
- Prepare agenda items for the Executive Committee meetings.
- Bring concerns of the WLU members to the attention of the Executive Committee by mail or at regularly scheduled meetings.
- Respond to mail ballots sent by Executive Director.
- Serve on an Executive Committee governance sub-committee.
- Serve on a focus issue group.
- Participate in conference calls and complete committee/focus group work as assigned between meetings.
- Attend the Annual Business/Board of Directors meeting at Annual Convention.

FUTURE MEETINGS OF THE NCTE EXECUTIVE COMMITTEE

January 25–28, 2012.....	Washington, DC
February 17–19, 2012.....	TBA
April 19–21, 2012.....	Washington, DC
July 26–29, 2012.....	Urbana, IL
November 14–18, 2012.....	Las Vegas, NV
November 21-24, 2013	Boston, MA
November 20-23, 2014	Washington, DC
November 19-22, 2015	Minneapolis, MN

NOTE:

* EC meets twice in November (Wednesday before Convention; Tuesday following Convention)

** January Legislative Platform Meeting – only Educational Policy and Government Relations Sub-committee Members and Presidential Team attend this meeting