

Terminology

Adviser - Person responsible for the management of the career and technical student organization.

Advisory Committee - A consulting body selected by the appointing authority to advise on Business Education. This committee serves as a sounding board and resource unit for planning and operating procedures. The committee assists in public relations, curriculum development, equipment selection, developing partnerships within business and industry, program evaluation and other related activities.

Articulation - The state of interrelating parts fitting into a systematic whole. Also deals with “articulation” between technical college, university and secondary teachers in order to provide meaningful curriculum efforts, credit transfer, staff development and much more.

Career and Technical Education Coordinator (CTEC) / Local Vocational Education Coordinator (LVEC) - A qualified career and technical education staff member who has overall responsibilities for all vocational education programs. This person works with **all** educational departments relating to the vocational education programs, works to develop integrated and applied curriculums, conducts or assists with in-service programs, helps establish and utilize steering and advisory committees, acts as the liaison with community resources including employment services, the technical colleges, labor and employer groups, develops business and industry partnerships on behalf of staff and students and much more.

Career and Technical Student Organization - A student organization consisting of students interested in a particular area (business, agriculture, family and consumer education, marketing education, technology education, health and service education) and functions as an integral part of the instructional programs in the secondary schools.

Chapter - A term used to identify the local career and technical student organization. Because of our “co-curricular and integrated” nature of the organization, the term club is never used for our FBLA chapters.

Chapter Event - An event designed for total chapter membership involvement and is typically part of the annual program of work.

Competitive Events - Leadership activities which are included as part of the Regional, State and National Leadership Conferences.

Ex Officio - A person in an advisory capacity without voting privileges.

Future Business Leaders of America (FBLA) - A career and technical organization with state and national affiliations for students.

Individual Event - An event designed for an individual from a chapter to participate in.

Intra-Curricular/Inter-Curricular - Activities which occur within an established curriculum of a particular program area. Current educational initiatives, authentic assessment, competency development, other school to work transitional needs and more are part of the chapter activities.

Leadership Conferences - Conferences at the regional, state and national levels designed to promote leadership development and assessments of competencies demonstrated by individual and/or teams of students.

National Office/National Staff/National Representatives - Personnel responsible for the operation of FBLA at the National level.

Program of Work - A document designed to help chapters systematically plan their activities for the year as they relate to the goals of FBLA.

Public Relations - A method of improving and/or maintaining the image of the chapter/organization.

Records Management - A systematic approach to filing, recording and managing a chapter's records. Current technology is utilized.

Resource People - Persons of the community who share their expertise with FBLA students and advisers.

Team Event - An event designed for two or more members from a chapter to participate in.

Wisconsin FBLA e-Bulletin - An electronic newsletter published periodically in order to provide information to local FBLA chapters.

Frequently Used Acronyms –

CTE Career and Technical Education Team

DPI Department of Public Instruction

FLL Fall Leadership Lab

NFLC National Fall Leadership Conference

NLC National Leadership Conference

RLC Regional Leadership Conference

SLC State Leadership Conference