

MEETING OF THE AFGA EXECUTIVE COUNCIL

Sunday - April 3, 1955

Donald E. Kitch Presiding

GENERAL

Donald Kitch read a letter from Herbert L. Seamans of the National Council of Christian and Jews expressing interest in exploring the possibility of mutually profitable joint activities for the two associations. Mary Corre moved and Donald Super seconded to authorize the appointment of a temporary committee to study this question with the understanding that such an activity might be later referred to a standing committee. Motion was carried.

Donald Kitch read a letter from Commissioner of Education Brownell asking for comments on the series of Conferences on Elementary Education and stating that no such conferences would be held this year. No action.

Donald Kitch read a letter from the Association for the Guidance of Rural Youth announcing the discontinuance of its memberships in AFGA. Chuck Odell moved that a letter be written by Frank Sievers expressing AFGA's regret on the dissolution of A.G.R.Y. and assuring AFGA's continued support on any problems in the rural area. Ted Kuemmerlein seconded and the motion was carried.

CONVENTION COORDINATOR'S REPORT

The Council heard a report from Clarence Deakins, 1955 Convention Coordinator. Dr. Deakins commended his Committee and stated that they had attempted to anticipate all the Associations needs, and that he hopes for a fine Convention.

The question of Division expenses was raised and clarification of a figure of \$500.00 was asked. It was the consensus that \$500.00 was the total convention budget for programs and that out of this amount each Division had an allotment of \$75.00 to take care of speakers' expenses and other program items. Dr. Deakins reported that costs of Convention programs might run very high because of the mechanical equipment requested; tape recorders, projectors, and microphones are all expensive. He asked for clarification of whether these items would be charged to Division expenses or assumed by Convention. The consensus was that for this year the Convention would assume the cost of mechanical equipment. It was noted that the question should be considered later as a matter of future policy.

Dr. Deakins reported that pre-registrations amounted to 1,040 as contrasted with 920 pre-registrations two years ago.

Dr. Deakins asked for a policy recommendation on the question of allowing free registration to foreign visitors. It was the consensus that visitors from overseas on government assignment should be allowed free registration.

The question was raised as to whether delegates from the National Students Association should be allowed free registration. Donald Kitch remarked that the problem of what kind of relationship AFGA wants with this organization should be considered by the new Executive Council. Chuck Odell moved that the Association give free registration to the five N.S.A. Delegates and that long-term policy should be considered later. Bruce Shear seconded and the motion was carried.

Dr. Deakins reported that the practice was instituted at this Convention by the Local Convention Committee of permitting the sale of institutional registrations at \$25.00 each for five badges. The institutions were to supply the names of the persons to use the badges, one person per badge each day. No person would be permitted to use a badge more than one day. Dr. Deakins reported that \$100.00 had been taken in on that basis from the Chicago Board of Education and that possibly there were three or four additional sales in Chicago. Mary Corre moved that the action be approved. Gordon Anderson seconded and the motion was carried.

Dr. Deakins explained that the Coordinator of Recorders, Phelon Malouf, is collecting all reports on all division programs in the Convention headquarters office and will turn these reports over to the Division Proceedings Chairmen at the end of the Convention.

Harold Pepinsky moved an expression of appreciation for the tremendous work of the Chicago Convention Committee. Mary Corre seconded and the motion was carried.

Dr. Deakins was excused.

ENTERTAINMENT OF LOCAL COMMITTEE

Entertainment for the Chairmen of Local Arrangements Committees was discussed. Clifford Froehlich read the action of the NVGA Trustees to the effect that NVGA requests that its Local Arrangements Committee be included in the AFGA entertainment and if this is not possible that NVGA will give its own party for its Local Convention Arrangements people.

Pauline Calvarro was asked to look into possible arrangements for this entertainment and to report back to the afternoon session of the Council.

HEADQUARTERS PERSONNEL

Harold Pepinsky moved and Bruce Shear seconded to instruct Frank Sievers, with the help of the Executive Committee, to fill the vacancy left by Nancy Shivers' resignation. Motion was carried. Donald Super suggested that as a gesture of appreciation for her six years of loyal service the Executive Council give Nany a gift to be accompanied by a letter over the signature of the Executive Council. This matter was delegated to Mary Corre.

Frank Sievers reported on the current situation in the U. S. Office of Education including the announcement of the offer to him of the position of Chief of Guidance. Donald Kitch extended congratulations to Frank Sievers on the offer and expressed the hope of the Council that his appointment would be completed. He noted that the organization of the Guidance Service in the U.S.O.E. looks hopeful. He remarked that this faces AFGA with a difficult problem in replacing Frank Sievers but the overall situation represents a gain for guidance. He reported that the Committee on Relationships with the Federal Government recommended that a complete statement on the situation in the U.S. Office of Education be presented to the AFGA Assembly by Mitchell Dreese, Chairman of the Committee. It further suggested that applications for the position of AFGA Executive Secretary and recommendations from Association members on filling this position be considered and that screening machinery be set up at the Convention.

Mary Corre noted that some policy on dealing with personnel matters should be determined: For example, there should be some group which could be called on for decisions between meetings of the Executive Council.

Donald Super outlined procedures which had been followed in the selection of the current Executive Secretary and indicated that a Selection Committee with authority delegated by the Executive Council through the Executive Committee had been empowered to act on a narrowed list of candidates after the 1952 Executive Council Meeting. Bruce Shear moved and Willis Dugan seconded that some similar procedure be set-up in this case. Motion carried.

It was noted that applications for the position should be directed in writing to the current Executive Secretary. These applications should include a full statement of qualifications by the applicants.

Clifford Froehlich moved that Donald Kitch act as Chairman of a Selection Committee to consist of one member from each Division. Gordon Anderson seconded and the motion was carried.

It was determined that the Division Presidents and the President-Elect of AFGA would meet with Don Kitch during the noon recess to decide upon the membership of the Selection Committee.

It was further noted that the immediate charge of this Committee would be to set up the selection machinery and to determine the nature of the qualifications for the job.

FUTURE CONVENTIONS

Donald Kitch reported on the current status of future Conventions of the Association. The 1956 Convention will be held in Washington, D. C., March 26-29; 1957 Convention will be held in Detroit, Michigan, April 14-19; 1958 Convention will be held somewhere West of the Mississippi River. Invitations have been received from St. Louis, Omaha, Salt Lake City and Denver. It was noted that there would probably be some racial difficulty in Kansas City and that further the local group was not particularly interested. The 1959 Convention will be held in Chicago and 1960 Convention theoretically will be moved to the East.

Helen Fisk noted that the N.A.S.P. is interested in coordinating its Convention with the AFGA. This matter was referred to the new Executive Council.

DIVISION REPORTS

ACFA - Gordon Anderson reported on the following matters of concern to ACPA:

1. The need for coordinating elections to prevent the overlap of personnel in high offices.
2. The intention of ACPA to abolish certain Committees, such as the International Relations Committee, where the Division feels that divisional representation on an AFGA Committee is adequate.
3. The ACPA policy of not utilizing people already concerned in the activities of other Divisions or in AFGA may create misunderstandings in members' minds since they may feel that they are being discriminated against by ACPA.
4. ACPA is disappointed that no AFGA policy on branches has yet been established. Dr. Anderson urged that the development of policy on branches be speeded up so that ACPA members can profit. He explained that there are a number of college personnel associations below the national level but these are not formally tied-in with ACPA pending constitutional changes which are being held in abeyance awaiting action by AFGA.
5. Dr. Anderson expressed dissatisfaction with multiple memberships; he believes that memberships should be individualized and that the utilization of ACPA's members outside of the Division represents a drain on this Association's activities. He would rather see ACPA a smaller and better group.

Harold Pepinsky added that ACPA is experiencing some restiveness over the question of whether AFGA is taking over the Division's identity.

Donald Kitch remarked that these problems are a concern to all Divisions and will come up later. They will certainly be discussed by the new Council.

ASCA - Ted Kuemmerlein reported for ASCA as follows:

1. Inquiries have been received by ASCA offices throughout the year on the matter of branch structure. Some policy is needed since ASCA wants to encourage its people to form branches.
2. ASCA has a particular problem in trying to meet the needs of people who cannot come to Convention. A large proportion of ASCA's membership is unable to attend conventions.

Ed Landy reemphasized the importance of some local branch structure to ASCA.

NAGSCT - Roland Ross reporting for NAGSCT stated that the Division has no immediate problems to raise. He announced that the NAGSCT Constitution has been changed to bring it in line with the AFGA Constitution. The president and president-elect will now be elected for one-year terms each. He stressed the importance to NAGSCT of a branch structure which will enable this Division to make its regional groups legitimate. He reported that the pre-convention workshops which considered organization of guidance an internship were very successful.

SPATE - Jack Shaw reported the following concerns of SPATE:

1. He was interested in exploring the possible use of the central office in aiding the Division with its publication.
2. He reported that the SPATE Constitution has been brought into line with AFGA and that election procedures are now to be coordinated with those of AFGA and the other Divisions.
3. SPATE has been invited to participate in the February annual meeting of the American Association of Colleges of Teacher Education. SPATE has also been approached by the Association of Student Teaching for cooperating on their publication of a 1954 Yearbook on Guidance in Teacher Education.

Pauline Calvarro added that she is more and more concerned over the multiplicity of organizations in the field. She noted that she had felt that AFGA was a step in the direction of a strong over all personnel and guidance organization. However, she felt some doubt at the present time that duplication of loyalties was being avoided.

NVGA - Clifford Froehlich reported for NVGA:

1. That the NVGA Publications Committee was reworking its policies;
2. That the Guidance Information Review Service is publishing a basic bibliography to be distributed by the central office with its usual 25 percent service charge;
3. That the publication, "How to Visit Colleges," is now in its second printing;
4. That a Special Membership Committee is recommending the raising of Professional Membership requirements with a \$1.00 per year additional dues assessment for Professional Members. The Committee is also recommending two other categories of membership: Associate Membership for professional people below Professional Membership status, and General Membership for all others interested in the guidance movement.

5. In the general matter of AFGA - NVGA relationships:
- a. Froehlich reported that NVGA would like to see an AFGA Committee appointed to coordinate the work of Division Committees and Sections. He noted that there was some movement toward establishing AFGA interest groups without considering the Divisions' prior concerns in these areas.
 - b. NVGA would like to see noted in future issuances of the Directory of Counseling Agencies the prior contributions of NVGA to this series.
 - c. The suggestion of Max Baer that the organization sponsor a National Emergency Conference on School Needs for Counseling Service is being referred to AFGA as a problem of much larger concern than could be approached by any one Division.
 - d. The Division recommends an appropriate campaign to insure the adequate representation of guidance and counseling at the White House Conference on Education and that AFGA take more active steps in this direction.
 - e. The NVGA Trustees have drawn-up a statement of policy on branch structure to be presented at the first NVGA Delegate Assembly. The statement is attached at the end of the minutes. The NVGA Trustees recommend that AFGA develop similar statements to enable branch organization to move ahead.

Chuck Odell added that the Trustees feel the need for a stronger branch organization which can, for example, provide services for people who can't come to Convention. The publications of the Association are not enough contact for the thousands of individual members. The suspension of activities on branches has hurt the Association and NVGA wants to help clear the air.

The Council concurred in the importance of branch structure to the entire Association and all Divisions and agreed to take up the matter after the noon recess.

Sunday, April 3, 2:00 P.M.

ENTERTAINMENT OF LOCAL COMMITTEE

The Council voted to appropriate approximately \$100.00 for a reception for the Convention Arrangements Committees to be held Wednesday evening, April 6, from 10 to 11 P.M. The Committee for the Arrangements included Pauline Calvarro, Clifford Froehlich, and Jack Shaw.

SELECTION OF AN EXECUTIVE SECRETARY

Donald Kitch reported that at the noon meeting on the selection of the Executive Secretary each Division President had nominated one person to serve on a Selection Committee. These nominations have not yet been confirmed by the people involved. The question of a salary range for the Executive Secretary was discussed. Donald Super moved to authorize the Committee to offer the salary in a range of \$7,500 to \$9,000.00 plus seven and one-half percent for a retirement fund. Chuck Odell seconded and the motion was carried.

INSTITUTIONAL MEMBERS REPORTS

Helen Fisk reported on the activities of the Western Personnel Institute.

Hazel Williams reported for Altrusa International. Miss Williams raised the question of the relationship between Altrusa and APGA. Chuck Odell suggested the National Conference on School Needs for Counseling as an appropriate area for cooperating with Altrusa and other organizations. Donald Kitch suggested that a Committee might be appointed to work with Miss Williams to explore whole area of need for student and general personnel work. Chuck Odell so moved. Willis Dugan seconded. Motion carried.

COMMITTEE REPORTS

References made to the documents:

1. Reports to the Delegate Assembly of the American Personnel and Guidance Association.
2. Recommendations to the APGA Executive Council regarding Professional Committee Reports.

ACTIVITIES COMMITTEE

Donald Kitch reviewed the report of the Activities Committee remarking that the Committee has done a good job and suggesting that three items in the report should take priority.

1. Coordinating of the Convention Program.
2. Overall organization of Committees.
3. The suggestion that APGA initiate conferences to stimulate guidance.

Harold Pepinsky suggested that before any policy changes were made by the Executive Council the matter should be referred to the Divisions' Executive Committees to permit them to react. He also expressed doubts as to the value of the rigid structuring of Committees this early. It was the consensus of the group that the whole Committee structure and the relationship of APGA Committees to the Divisions should be reviewed and that a better means of getting communications from the Committees to the Executive Council should be developed.

Mary Corre was instructed in a motion by Roland Ross, seconded by Clifford Froehlich to frame a letter from the Executive Council to the Division Executive Committees stating the problem about coordination of Convention Programs and asking them to report on their thinking at the time of Washington Convention. The Divisions are to be encouraged to explore the whole question and to think toward more joint sponsorship of Convention programs by 1956 if they so desire.

Donald Super moved that a Committee composed of an AFGA Chairman and one representative from each Division be appointed to examine AFGA Committee structure, to make recommendations as to what types of Committees should be constituted on a coordinated AFGA basis, and to report on its recommendations at the time of the Washington Convention. Motion seconded and carried.

The question of initiating conferences to stimulate guidance is cooperating with related organizations was referred upon motion by Donald Super to the new Executive Council.

Donald Kitch reviewed the Research proposal in the Activities Committee Report. The Council referred the suggestions of the Activities Committee on methods of initiating research to the new Executive Council with the recommendation that the AFGA Research Committee be re-activated and charged with exploring the possibility of carrying out the recommendations of the Activities Committee in this area.

The Council agreed that the remaining recommendations of the Activities Committee were to be passed along to the AFGA Assembly for its consideration and recommendations.

Roland Ross noted that all the matters discussed in the Activities Committee Report were related to the activities of the various Divisions and expressed the need to bring these problems together for joint consideration.

PUBLICATIONS COMMITTEE

In reporting for the Publications Committee, Harold Pepinsky recommended that the new policies outlined in the Committee's report be adopted by the Executive Council. These policies were referred to a subcommittee of the Executive Council consisting of Donald Super, who was asked to study the policies and report his recommendations to the Council at its Wednesday, April 6, meeting.

Pepinsky reported that after a thorough investigation, the Publications Committee had reached the conclusion that an AFGA Monograph Series is not feasible at this time. He moved that consideration of such a series be postponed indefinitely. Motion carried.

Action on the first and second Yearbooks was postponed until April 6 pending further review by the Publications Committee.

The Publications Committee recommendation that a report on the Readership Survey be prepared as an editorial in the Journal was adopted.

Pepinsky announced the resignation of William D. Wilkins as Editor of the Journal and stated that a slate of possible editors would be prepared by the Publications Committee for presentation to the Executive Council on Wednesday, April 6.

Pepinsky moved and Bruce Shear seconded that the Executive Council commend William Wilkins on the fine job he has done as Editor of the Personnel and Guidance Journal. Motion carried.

ARCHIVES COMMITTEE

Recommendations of the Archives Committee were reviewed.

Don Super moved that funds be transferred to cover the \$125.00 expense item in the 1954-55 budget of the Committee. Motion carried.

Pepinsky moved that a letter be written to Arthur Jones from the Executive Council thanking him for his work on the AFGA Archives. Motion carried.

CONSTITUTION COMMITTEE

The report was accepted.

COOPERATION WITH BUSINESS AND INDUSTRY COMMITTEE

Donald Super moved that the AFGA Committee on Cooperation with Business and Industry be discharged with thanks. Jack Shaw seconded, the motion was carried. It was noted that AFGA interest in this area will be continued through Convention program planning.

COMMUNITY COORDINATION OF GUIDANCE

Charles Odell suggested that rather than have the Committee put on centrally financed demonstrations, AFGA should give some thought to using the Branches, preferably AFGA Branches, to take up the project of Community Organization and use trained people in the field to put on their own demonstrations with the central organization drawn upon for leadership and design only. This recommendation was passed by unanimous consent.

BRANCHES

Mary Corre reported for the Branch Committee and listed the past year's activity in this area.

The Council reviewed the NVGA statement presented to them earlier and developed the following AFGA Statement of Policy on Branches to be presented to the AFGA Assembly on Monday, April 4.

RECOMMENDATIONS ON PRINCIPLES ON BRANCH POLICY

(Adopted by the Executive Council on April 3, 1955 for submission to the AFGA Assembly)

1. Strong grass roots organizations of members are fundamental to the success of AFGA.
2. The organization of such groups should be stimulated by AFGA.
3. Steps should be taken to provide such groups with representation in the AFGA Assembly.
4. AFGA welcomes cooperation from the various Divisions in encouraging their members to affiliate as individuals with the appropriate AFGA Branch.
5. AFGA Branches may be chartered with local Divisions paralleling national Divisions, these local Divisions being encouraged but not required to have charters from the appropriate national Divisions.
6. Charters may be granted at the state or local level; where conflict exists because of prior claims, each issue is to be resolved by the AFGA Executive Council.
7. For the purposes of coordinating the personnel and guidance activities of any area, AFGA Branches may form coordinating Councils. Such councils shall not have direct representation in the AFGA Assembly.
8. Membership in a coordinating agency at the state or regional level shall be at the option of the local group.

The Council authorized the appointment of a Committee to review the tentative procedures for application and granting of Branch Charters that are currently in use. This Committee is to consist of an AFGA Chairman and one representative from each Division interested in branch organization. Pending adoption of the proposed statement of policy on branches by the AFGA Assembly, Donald Super moved that the Constitution Committee be charged with the drafting of an amendment to the AFGA Constitution providing for the representation of local units in the AFGA Assembly along the lines to be specified by the new Executive Council. Bruce Shear seconded. The motion was carried.

DEVELOPMENT COMMITTEE

Mary Corre presented the report. Clifford Froehlich moved and Chuck Odell seconded that the Committee be reconstituted with a new Chairman and given a new charge. Motion carried.

INTERNATIONAL RELATIONS COMMITTEE

Donald Kitch presented the report. The report was accepted by the Council.

LAY AWARDS COMMITTEE

Mary Corre presented the report. Action upon the report was postponed to a later meeting of the Executive Council.

JOINT COMMISSION ON PUPIL PERSONNEL SERVICES

Frank Sievers presented the report. The Council voted to continue the activities of the Committee along the lines already established. It was the consensus of the group that consideration of including other organizations interested in personnel work should be postponed and that the Assembly might consider the appointment of another Committee to work with these other groups.

MEMBERSHIP

Frank Sievers reported for the Committee. Clifford Froehlich suggested that Nomination Ballots be sent to the membership with the May billing. This recommendation was accepted by consent of the Council.

PLACEMENT

The Placement Committee report was accepted.

PROFESSIONAL PRACTICES

The recommendations of the Professional Practices Committee were referred to the new Executive Council for later action.

RADIO AND TELEVISION

Recommendations of Radio and Television Committee were postponed for consideration of a later meeting of the Council. Chuck Odell noted that the activities of this Committee would be appropriate for a possible Public Relations Department.

RESEARCH AWARDS COMMITTEE, SPEAKERS BUREAU, AND PROFESSIONAL TRAINING, LICENSING AND CERTIFICATION

Reports of the Research Awards, Speakers Bureau, and Professional Training, Licensing and Certification Committees were accepted.

Meeting adjourned.

A. P. G. A. EXECUTIVE COUNCIL

APRIL 4 - 8 P.M.

Donald Kitch Presiding:

Pauline Gavalarrro reported on further developments toward a party for the local Arrangements Committees. After general discussion, Edward Landy moved, Donald Super seconded that the Executive Council give the party for the APGA Local Arrangements Committee Chairmen only, with the proviso that NVGA be informed immediately so that it could proceed with its own plans. Motion was carried. An amount not to exceed \$50.00 was allocated by the Council for this party.

Donald Kitch announced the names of the Selection Committee for the new Executive Secretary. Edward Rober will represent NVGA, Robert Stripling, SPATE; Bruce Shear, NAGSCT; and Bill Balessar, ACPA. The ASCA representative has not yet been confirmed. Edward Landy moved and Donald Super seconded that President-Elect Mary Corre be included on this Committee. Motion was carried.

Donald Kitch reviewed the actions of the APGA Assembly Meeting at 1:30 on April 4. He reported that five policy items had been discussed as follows:

1. FISCAL-MEMBERSHIP YEAR change to May 1 through April 30.

Bill Dugan suggested two arguments in favor of the change. (1) That it would be an advantage to have the membership and fiscal year correspond with the officers terms of office which now begin on May 1. (2) That the large income from advance dues should be reported as income in the year to which the dues apply. They now show as income for the previous year.

Frank Sievers reported that the Auditor had expressed approval of the proposed change.

Willis Dugan moved and Bruce Shear seconded that the APGA fiscal-membership year be changed to May 1 through April 30, effective immediately. It was noted that this action would be reported to the Assembly on April 6.

2. BRANCHES - Donald Kitch reviewed the action on Branches remarking that APGA's position is now clear. The question of representation in the APGA Assembly was discussed and some attention was given to the problem of whether all Branches or only APGA Branches would be granted such representation. It was reaffirmed that APGA Branches must meet the qualifications of multiple membership as set forth in the tentative procedures for granting a Branch Charter. It was also established that the Executive Council would formulate specifications on the ultimate constitution of the APGA Assembly as a charge to the Constitution Committee.

3. PROFESSIONAL MEMBERSHIP - It was determined that the report of the Special Committee on Professional Membership would be mimeographed for distribution at the April 6 Assembly and that the Executive Council would wait for the Assembly to react to this report before studying it further.
4. NOMINATIONS COMMITTEE - The Council decided to get the reactions of the APGA Assembly before studying the recommendations of the Committee further.
5. USE OF CONVENTION FUNDS - This is a recurring problem. The Councils have always felt that there is something unfair about using Convention money as general funds of APGA. However, it has always been a question of using these funds or raising dues to balance the budget. Gordon Anderson recommended that an attempt be made to show sufficient cost accounting to support the stand that if every item of Convention expense were counted, i.e. central office time, postage, Journal space, that the Convention would not show such a large profit. It was the consensus of the group that plenty of time be allowed the Assembly for the discussion of this matter and that no action be recommended by the Council.

The need for a Convention program chairmen's workshop was brought up. Complaints about this year's lack of program coordination in this respect were aired.

BRANCH APPLICATIONS

The Council voted the following action on branch applications:

1. Wisconsin Guidance and Personnel Association. Pending adoption by the Assembly of the new principles on branch structure, the Council voted to recommend the granting of a Charter to the Wisconsin Guidance and Personnel Association. This group is to be notified that the Executive Council is contemplating taking action to require national membership for all officers of APGA Chartered Branches.
2. Georgia Personnel and Guidance Association. Pending adoption by the Assembly of the new principles on branch structure and with the proviso that the group change its proposed name to correspond with the area of the state which it represents, the Council voted to recommend granting a Branch Charter to the Georgia group.
3. Puget Sound Personnel and Guidance Association. With the provision that a group revise its constitution to clarify the statement on divisional affiliation, the Council voted to recommend granting a Branch Charter to Puget Sound.

4. North Florida. The North Florida title was questioned and it was determined that a check should be made of the opinions of the Tallahassee and Jacksonville people present at the Convention to establish the appropriateness of the name. Assuming favorable reactions on this question the Council voted to recommend granting an AFGA Charter to the North Florida group.
5. The Executive Council voted to authorize the Executive Secretary to write a letter to the Ohio Council of Guidance and Personnel Association recognizing its existence and welcoming its establishment as a functioning organization.

Donald Super moved, Pauline Gavalarro seconded, to establish a Committee to consist of the Executive Secretary and one member of the Executive Council with the authority to check the North Florida application, determine the appropriateness of the title, national membership and other qualifications, empowering this Committee to act for the Council in preparing this application for presentation to the Assembly. Motion was carried.

Mary Corre was appointed as Executive Council representative on this Committee.

Meeting Adjourned.

Wednesday, April 6, 8 P.M.

Donald Kitch presiding.

EXPENSES OF EXECUTIVE COUNCIL MEMBERS

Edward Landy moved that at the Convention Meetings of the Executive Council members be reimbursed for expenses incurred on the pre and post conference days only. Motion was carried.

BRANCH PRESIDENTS BREAKFAST

Donald Kitch announced that a breakfast for Branch Presidents would be held at 7 A.M. on Thursday, April 7. At that time Branch problems would be discussed informally. All interested members of the Executive Council were invited to attend.

RESOLUTIONS

The Council voted: (1) to publish in the Personnel and Guidance Journal those resolutions adopted by the Assembly which were concerned with major issues; and (2) to follow up on the resolutions as directed by the Assembly.

BRANCH CHARTERS

The Council reviewed action taken by the Assembly in granting Branch Charters and noted the following items still requiring attention:

1. In the case of the Georgia Group, Frank Sievers is to write the group concerning altering its name. If appropriate change is made the Charter will be sent.
2. In the case of the Wisconsin group, a letter is to be written to the President of the State Branch informing him of possible conflict of interest with the Milwaukee Branch. Copies are to be sent to the President of NVGA and to the Milwaukee Branch.

Willis Dugan suggested publication in the May issue of the Journal of the statement of principles on Branches adopted by the AFGA Assembly. Donald Kitch suggested that a summary of policy matters considered by the Executive Council and the AFGA Assembly be published in the Journal. This was put in motion form by Edward Landy and seconded by Gordon Anderson. Motion was carried.

Jack Shaw pointed out the need for reexamining the current procedures for forming Branches and putting these in line with the new policies. He suggested publication of the current procedures in the May issue of the Journal.

BRANCHES

The Council determined that a new Committee on Branches would be appointed to work out implementation of the principles on Branches.

PROFESSIONAL MEMBERSHIP IN AFGA

Clifford Froehlich reported on the action taken by the NVGA Delegate Assembly in setting up three classes of membership in NVGA. The action of the Assembly on the recommendations of the Special Committee on Professional Membership were reviewed. The Executive Council voted to refer these recommendations to the Divisions for consideration. Recommendations of the Divisions are to be reported to the Council at its October meeting.

NOMINATIONS PROCEDURES

Council noted that the Assembly had voted to delete references to photographs from the Nominations Procedures Committee's recommendations and to adopt the report.

Clifford Froehlich moved, seconded by Edward Landy, to postpone consideration of these recommendations until the October meeting. Motion carried.

The Council voted to request the Nominations and Elections Chairman to send nominations ballots to the membership with the May dues billing.

Meeting adjourned.

MEETING OF APGA EXECUTIVE COUNCIL

Thursday, April 7, 9 A.M.

Donald Kitch Presiding.

SELECTION OF AN EXECUTIVE SECRETARY

Donald Kitch presented a progress report for the Committee on the Selection of a new Executive Secretary. The Council voted to authorize the Selection Committee to complete the job of hiring a new Executive Secretary with the provision that the Executive Committee representing the Council would do the actual signing of the contract.

The question of salary for the Executive Secretary was raised again. The Council voted to assume the expense of one-half the cost of first class railway transportation plus meals for the Executive Secretary and his dependents, and in addition, one-half the moving costs up to a maximum of \$1,000. The Council also reaffirmed the original salary range and noted that if an Executive Secretary is hired at the top of the range, any salary increase would be contingent on the development of the Association. If he is hired at the lower level, it would be indicated that a salary increase of perhaps \$500 in the second year would be probable.

PUBLICATIONS COMMITTEE

Donald Super reported on his study of the policies proposed by the Publications Committee. He moved the adoption of these policies by the Executive Council. Bruce Shear seconded and the motion was carried.

Harold Pepinsky read the minutes of the closed and open meetings of the Publications Committee on April 4 and April 5. The following matters related to those meetings were acted upon by the Council:

1. Editorship of the Journal -- Harold Pepinsky moved and Gordon Anderson seconded the acceptance of the slate proposed editors of the Journal recommended by the Publications Committee. The rank ordering of the slate was established by agreement of the Council. Final action on the selection of an editor was postponed until a later session of the Council.
2. Action on the problem of non-working members of the Journal's Editorial Board was postponed until the October meeting.

The meeting was adjourned.

MEETING OF APGA EXECUTIVE COUNCIL

Thursday, April 7, 4 P.M.

PUBLICATIONS COMMITTEE (Continued)

Harold Pepinsky presented the following recommendations for consideration by the Council: (1) that Joseph Samler be requested to fill out the unexpired two years of William D. Wilkins' term as editor of the Journal, (2) that Willis Dugan be made a member of the Editorial Board replacing one of the inactive members; and (3) that the Executive Council authorize the expenditures of \$500 for an early meeting of the Editorial Board.

The Council voted to empower the Chairman of the Publications Committee to request Joseph Samler to fill out the unexpired term of the Editor of the Journal and, in the event of Samler's refusal, to approach the remaining candidates in the order established by the Council. Pepinsky was authorized to telephone Samler.

The Council voted to replace Barry Fagin by Willis Dugan on the Editorial Board.

The Council voted that the Editorial Board be authorized to spend up to \$500 to hold an early meeting and that the assistant editor be present at that meeting.

YEARBOOK SERIES

After lengthy discussion of the problems which had arisen in connection with the Yearbook Series, The Council concurred that the Association is committed to the authors of the manuscripts on hand for the Yearbook on Group Procedures. Various suggestions were proposed as to means of filling this commitment. These included monographs, Journal publication, and the finding of local groups which might assume large responsibilities for getting a book out.

Harold Pepinsky moved that the Executive Council request the incoming Publications Committee Chairman to check on the possibility and advisability of publishing the Group Procedures manuscripts; that a report be made to the Executive Committee as soon as possible; that if necessary a mail ballot of the Council on the recommendations of the Committee be taken; that the out-going Chairman of the Publications Committee draft a letter to each contributor to the Yearbook on Group Procedures explaining the current status of that Yearbook and saying that contributors will be kept informed of further developments. Walter Johnson seconded and the motion was carried.

Donald Super moved that the Executive Council request the Chairman of the Publications Committee to inform the Editor of the Yearbook on Counseling that a review of the Yearbook proposals and developments has made the initiating of this Yearbook at this time seem unwise; that the Committee would like with his permission

to release him from his committment with the understanding that the Association hopes to see its way clear to taking up the Counseling Yearbook in due course, at which time the Committee would like to discuss the matter with him, but with the further understanding that there would be no committment at this time on either side. Willis Dugan seconded and the motion was carried.

Harold Pepinsky moved that the resignation of the Editor of the Yearbook on Group Procedures be accepted and that his efforts on behalf of this Yearbook be accepted with thanks. Clifford Froehlich seconded and the motion was carried.

GENERAL

Chuck Odell requested that the times for meetings of the Executive Council during Convention be reexamined to see if better times could be found.

The meeting was adjourned.

NEW EXECUTIVE COUNSEL

Conrad Hilton Hotel, Chicago, Illinois
April 7, 1955, 7:30 p.m.

Mary Corre Presiding

BUDGET

Before setting up the budget for the coming year, the Council established the principle that all available funds should be channeled into the work of organizing Branches and increasing memberships and that in general the Committees of the Association should limit their expenditures severely.

1955-56 Budget

Reserve \$10,000

Income

Cash on hand May 1 \$5,000

Journal \$24,000

Dues at \$6 \$42,000

Convention income \$5,000

Miscellaneous \$3,000

Total \$79,000

From reserve \$16,600

Total \$80,660

Expenditures

Journal \$24,000

Office personnel \$36,500

Executive Secretary moving \$1,000

Central Office operation, \$12,000

President and Executive Council
\$2,600

Organization dues \$60

Miscellaneous \$1600

Total \$77,760

Committees \$2,900

Total \$80,660

Frank Sievers recommended that in future budgets an item to cover depreciation of equipment be included.

COMMITTEES

Archives Committee was voted \$100 to cover necessary expenses.

Branches Committee was charged with working up procedures for the implementation of the Branch policy statement. The Council voted to enable the Presidents-Elect of all Divisions to meet for one full day at the time of the October Council meeting. The Committee was voted \$100 for expenses.

Committee on Community Coordination of Guidance will be asked to work up a firm project for presentation to foundations as a development (funds-seeking) activity. It will also be asked to organize project material for Branches with the suggestion that Branches put on demonstrations. No money was budgeted at this time.

Constitution Committee, no allotment of funds was made at this time.

Development Committee will be instructed to look into the mechanics of raising money for the Association. No funds were allocated at this time.

The report of the Lay Awards Committee was filed with no action.

The Joint Commission on Guidance and Pupil Personnel Services was voted an allotment of \$125.

The Membership Committee was voted an allotment of \$1500.

Placement Committee. No funds were voted at this time. The question was raised as to whether the U. S. Employment Service might not now be handling Convention Placement as it does with a number of other professional organizations. Charles Odell remarked that it seems illogical that the Association to which so many of the employment service personnel belong should not be getting the benefit of this service. The Council agreed to ask the Washington group to look into this matter and to have the President of AFGA report their findings to the Council at the October meeting.

Professional Practices Committee was voted a tentative budget of \$500.

Publications Committee was voted \$500 for an Editorial Board meeting and the Committee was asked to present a progress report at the October meeting.

Radio and Television Committee has been planning the publication of a pamphlet handbook on Guidance. The Council voted that the Chairman be requested to consult with the Chairman of the Publications Committee on the feasibility of this project and be asked to report at the October Council meeting. No funds were voted at this time.

Research Awards Committee was voted \$75 for clerical expenses. The Chairman will be asked to present a more explicit statement on implementation of the program to the October Council meeting. It was emphasized that the work of this Committee has progressed so far that the Council should now help it to work out a reasonable program.

Speakers' Bureau Committee was deactivated with the notation that developing a roster of speakers should be accomplished as an activity of the Branches.

Professional Training Licensing and Certifications Committee. The President of the Association was requested to ascertain from the Chairman of this Committee what his expenses will be and to report to the October meeting. The Committee was voted no money.

Committee on Relations with the Federal Government. Charles Odell suggested that this now become an advisory group to the Executive Secretary rather than a separate functioning organization. Its duty would be to keep the Executive Secretary and President of the Association informed on developments within Government. Don Kitch suggested that this group be made up of people both in and out of Government Service.

The Council voted that an auditing Committee should audit the Convention and be ready to report at the October meeting.

The meeting was adjourned by Mary Corre.

EXECUTIVE COUNCIL - NEW

April 8, 1955, 9:00 A.M.

Mary Corre presiding:

Saida Hartman, APGA Placement Assistant, was asked to describe how the U. S. Employment Service helps out with placement at Conventions of professional associations. She reported on the investigation which the Placement Committee had made of this service and their reasons for deciding that APGA at this time was not ready to use this service. Charles Odell noted that complaints are being heard that the APGA Placement Service is not getting a cross-section of jobs and applicants in the field. Mary Corre asked that Charles Odell, Joan Bishop and Saida Hartman discuss the problem and report at the October meeting of the Executive Council.

Dr. Deakins appeared briefly for a final report on the Convention. He estimated that the net income from the Convention might be \$4,000 to \$4,500. He raised the problem of the stenographic service and recommended that at future Conventions professional people or a professional service be hired to handle the stenographic work. He also asked who should bear the expenses of stenographic service for the Divisions. The amount of work done by the Convention Stenographic Service for the Divisions varied considerably. It was suggested that a breakdown be prepared showing the amount done for each Division. The consensus was that APGA is its Divisions and should pay the expenses incurred in the over-all running of the Convention. Dr. Deakins brought up the problem of use of mechanical equipment. He suggested that the Program Committee set up a policy on the use of such equipment since indiscriminate use is extremely expensive. He will provide information on this year's expenses for equipment in his report for the Convention manual.

The Council discussed the need for a program workshop to be held in the spring. The lack of such a workshop last year was deplored. Dr. Deakins' report will contain specific questions on procedures and will be available to this year's workshop. The importance of having the Division Program Chairmen near the Convention city was stressed, and if this is impossible Assistant Chairmen empowered to speak for the Divisions should be immediately available.

Other problems concerning the Convention included: (1) the need for the program to be done early to give considerable time for the volunteer workers to prepare copy and read proof; (2) the need for a new approach to programming, including some way of breaking up the block of NVGA sections which all meet at the same time; (3) the need for an APGA Program Chairman since the program coordinator should not have to determine program content; (4) the suggestion that the banquet be a climax to the meetings and take place on Wednesday night rather than Tuesday night; (5) the need for techniques for dealing with undesirable exhibitors.

The Council decided that institutional registration for the Convention was a success and that with proper safeguards its use should be continued.

The Council voted to extend thanks to Dr. Deakins and his Committee.

The Council voted to establish a Convention Program Policy Committee with representatives from each Division and staggered terms to provide continuity. The Committee will be charged with analyzing the material from the Buffalo Convention, the Chicago Convention and the Activities Committee's Convention recommendations and reporting at the October Executive Council meeting. The Committee will also be charged with consulting with the Division Executive Bodies on their thinking about Convention Programs.

Edward Landy pointed out that there is a possibility of increasing competition between Division programs and pre-Convention APGA interest groups. He recommended that these extra Convention programs be explored with the appropriate Divisions before setting up any more. Bruce Shear noted that this is a policy problem appropriate for the Committee on Convention Program Policy. Mary Corre suggested that this Convention Program Policy Committee might be a subcommittee of the Activities Committee charged with long-range policy formulation for the Convention and with thinking through problems of relations of APGA interest groups to the Divisions.

The Council voted to change the name of the Activities Committee to the Committee on Planning and Appraisal.

Mary Corre asked for an informal conference with the Division Presidents-Elect to discuss Committee appointments.

The Council voted to deactivate the Committee on Regional Conferences with the notation that these conferences should now develop as a result of Branch needs.

The Council discussed the selection of the Executive Secretary and suggested that Frank Sievers draw up a job sheet describing the qualifications for the job giving attention to such matters as organizational and managerial ability and adaptability to the organization. An alternative suggestion was made that in the event no suitable candidate can be found immediately, someone be asked to take a year's leave of absence to serve in the Headquarters Office and give the Committee more time for finding a permanent Executive.

Nomination Procedures

The Council established the following schedule to be followed by all Divisions wishing to participate with APGA in its mailing of election ballots on February 1.

April 27: sample ballots to be mimeographed at the headquarters office.

May 1: mailing of the ballots with the dues statements.

June 15: deadline for receiving nominations at Headquarters from the membership.

July 1: Headquarters Office sends sorted ballots to the Chairmen of the Division Nominating Committees.

October 1: the Division Nominating Committees supply Headquarters with their cleared slates.

November 15: final slates supplied to Headquarters with edited biographical material on candidates supplied by the Nominating Committee ready to be prepared for printing.

October Executive Council Meeting

The Council voted to hold its October meeting on the 23rd and 24th, Sunday and Monday, in Washington, D. C.. Frank Sievers was asked to make hotel reservations at a moderately priced hotel. The Committees which will be meeting at that time should arrange to meet on Saturday, October 22.

Final Division Reports

Bruce Shear reported for NARECT that no workshop will be held at next year's Convention.

Charles Odell reported on the new membership requirements for NVGA. He noted that as a result of the amendments to NVGA By-Laws, membership cards will be sent to NVGA members indicating their membership status and a list of professional memberships will be published annually.

The question of the publication of the APGA Membership Directory was raised in this connection and discussion was postponed until the October meeting.

NVGA emphasized the cooperative nature of efforts to develop Branches. NVGA is also going to send unrenewed NVGA members notices of the new procedures and membership requirements, before the May billing.

Harold Pepinsky, speaking for ACPA, explained a misunderstanding about the allotment of funds for Division programs which had caused ACPA to spend \$329 on it Speakers this year. In view of the strong negative feelings in ACPA's membership now, he urged that the Executive Council assume this expense as an emergency measure. The Executive Council authorized payment of the difference between ACPA's \$75 allotment and \$329 expense from Convention funds. Harold Pepinsky also outlined the steps which are being taken to counteract the negativism within the ACPA membership: 1. They are to undertake the study of the impact of increased population on student personnel service, a study which will bring them into contact with other groups; 2. A Grass Roots Development Committee has been appointed to encourage Branch organization; and 3. A Planning Committee has been appointed to study the purpose and objectives of the organization.

Bruce Shear stressed the need for divisions to work together for the development of the individual as a whole. This is the objective and the primary concern of the Association. Charles Odell suggested that this would make a good convention theme.

Jack Shaw, speaking for STATE, noted the need for more money to be made available to the Divisions to enable them to serve their memberships better. He suggested the appointment of a Committee on Ways and Means to increase income.

Membership

It was decided that discussion on membership procedures be postponed until the October meeting.

Meeting was adjourned.