

AMERICAN PERSONNEL AND GUIDANCE ASSOCIATION

MINUTES

Executive Council
November 29 - December 1, 1967
Presiding: E. G. Williamson

I. CALL TO ORDER

The first session was called to order by President Williamson at 9:15 a.m., November 29, 1967, at the Royal Orleans Hotel in New Orleans, Louisiana. Members in attendance for all or part of the meetings were:

Martin Acker	S. Norman Feingold	Ralph H. Johnson
Henry Borow	Leo Goldman	Eugene D. Koplitz
Willis E. Dugan	Elizabeth A. Greenleaf	Gilbert D. Moore
Walter N. Durost	Melvane D. Hardee	Paul F. Munger
Raymond A. Ehrle	Kenneth B. Hoyt	Eldon E. Ruff
W. Price Ewens	Henry L. Isaksen	E. G. Williamson
Gail F. Farwell	Marceline E. Jaques	E. Wayne Wright

Donald P. Hoyt was also present as an observer. Richard R. Wootton was unable to attend.

II. MINUTES OF THE LAST MEETING

It was moved and seconded that: The minutes of the May 24-26, 1967 meeting of the Executive Council be accepted subject to possible later revision. Motion passed.

III. TREASURER'S REPORT

Dr. Ralph Johnson, APGA Treasurer, presented the report. He reported that the current financial condition of APGA is satisfactory with the first six months showing a \$30,143 surplus. He pointed out that this surplus was smaller than had been anticipated due to expense items of \$2,087 for a National Leadership Conference and \$3,662 for costs of moving from 1605 to 1607 New Hampshire Avenue. Neither of these expenditures had been budgeted for in the 1967-68 budget.

Dr. Johnson pointed out that the actual income for the first six months was \$323,000 as contrasted to an approved budgeted income of \$333,000 and that the actual expenditure was \$291,000 as contrasted to an approved budgeted expenditure of \$331,000. He noted that the income from sales of single publications has been less than anticipated, and that the move from 1605 to 1607 New Hampshire has resulted in an annual loss of rental income of \$15,000.

Dr. Johnson further noted that for the first time in seven years it has not been necessary to withdraw money from reserve funds or borrow from banks to meet expenses during the summer months. In addition, \$15,000 was deposited in the reserve fund account in September and in October \$20,000 or surplus cash was used to purchase a ninety-day certificate of deposit bearing five percent interest.

IV. REVISED BUDGET

Following the Treasurer's Report, Dr. Johnson introduced the proposed revised budget. He noted that this budget is a tight one since major costs occur during the last half of the year. He pointed out that the budget that is being presented is a balanced budget, but there are two probable increased expenditures not included and for which a contingency fund should be provided. These are the pending increase in Social Security taxes and the postal rate increase. He noted that these additional costs will amount to about \$4,000.

Dr. Johnson commended Gene Hunter, Assistant Executive Director for Business and Finance, for preparing the detailed explanation of the revised budget and for preparing the background data. Dr. Johnson concluded his presentation by indicating that the Finance Committee has reviewed the proposed budget and he then called on the Chairman of the Finance Committee, Mr. Karl Kunze, to comment.

Mr. Kunze stated that the Finance Committee feels its responsibility is to review the financial policy of the Association and to note significance in changes and trends. He noted that the Committee has been impressed with the increased volume of information they have been receiving which enables the Committee to make better recommendations than in the past. He further noted the improvement in the accounting system, the better fiscal control and the improved office procedures and indicated that all of these improvements will be of assistance to the Finance Committee and to the Executive Council.

Following the discussion, it was moved and seconded that: The proposed revised budget be adopted. Motion passed.

V. FINANCE COMMITTEE REPORT

Mr. Karl Kunze, Chairman of the Committee, presented the report. He reported that the Finance Committee met just prior to this Executive Council meeting. As a result of that meeting, the Finance Committee is presenting fifteen recommendations to the Executive Council for action. It was agreed that these recommendations be taken up in order.

Recommendation No. 1 was to eliminate the annual membership card. It was pointed out that many professional organizations do not now have cards and that this would mean a considerable saving in expenses. Mr. Kunze indicated that the Committee feels its prediction of a savings of \$8,000 is low.

It was moved and seconded that: Recommendation No. 1 from the Finance Committee be referred to the Membership Committee with Executive Council recommendation for approval. This recommendation reads as follows: "That the annual membership card be eliminated and that instead, new members be sent a welcoming message from the President of the Association at the time they join. The estimated annual cost of the current procedure is in excess of \$8,000 at a cost analysis rate of .26¢ for an individual membership card." Motion passed.

Recommendation No. 2 was to study the costs involved in routine mailings that are made to State Membership Chairmen. Mr. Kunze pointed out that the Committee feels such a study should be made to determine the best utilization of the membership promotion budget. It was also suggested that the study should include materials sent to Division Presidents.

It was moved and seconded that: The study as outlined in Recommendation No. 2 from the Finance Committee be made and be carried out through the Membership Committee. This recommendation reads as follows: "That the Council recommend a study of costs involved in the routine mailings which are made to all of the state membership chairmen (459) to ascertain the value of and the use made of IBM lists and other materials which are sent to them. The Finance Committee is concerned about the cost of providing this material and wonders whether this is the best utilization of the membership promotion budget. It was suggested that a questionnaire might be sent to the state membership chairmen to explore the effectiveness of such materials in membership development." Motion passed.

Recommendation No. 3 was to recommend to the Divisions that they consider setting a three-year term of office for Division Treasurers, and that there be an annual workshop for Treasurers.

It was moved and seconded that: Recommendation No. 3 of the Finance Committee be referred to the Division Presidents to be brought up at their next business meetings with the approval and recommendation for adoption of the APGA Executive Council. This recommendation reads as follows: "That the Divisions consider a three-year term of office for their Treasurer and that a Treasurer-Elect be designated one year before the expiration of the Treasurers' term to provide for overlap. Also that there be an annual workshop for Treasurers conducted at APGA Headquarters." Motion passed.

Recommendation No. 4 was to change the amount of dues to add a Division to \$4.00. Mr. Kunze pointed out that a cost analysis has shown that members join additional Divisions at a loss and the Finance Committee questions why single Division members must subsidize multi-Division members.

Following considerable discussion, it was moved and seconded that: Recommendation No. 4 of the Finance Committee be accepted with the following additions: (1) That the word "minimum" be stricken from the first sentence; (2) That within a two-year period the Finance Committee initiate a major study and cost analysis of the financial operation; (3) That this matter will go before the APGA Senate, at least for discussion. This recommendation as presented by the Finance Committee reads as follows: "That the amount of dues to add a Division be changed to a minimum of \$4.00 with \$3.00 going to the Division and \$1.00 to APGA for processing and servicing costs. It was the judgment of the Committee that the present \$2.50 does not adequately cover the costs involved. There is also the matter of qualifying for the most favorable postal rates which require that non-member subscribers cannot be charged more than twice the cost of a publication to members." Motion passed with inclusion of the amendments as noted.

Later in the meeting there was further action on Finance Committee Recommendation No. 4. This action is recorded at this point in the minutes for greater clarity.

It was moved and seconded that: The matter acted on earlier in this meeting in terms of Divisional dues increase (Finance Committee Recommendation No. 4) be re-opened for further discussion. Motion passed.

In the discussion that followed, a number of questions were raised about increasing the dues. The feeling was expressed that this type of increase would discourage members from joining additional Divisions and would penalize some of the Divisions. It was suggested that a general dues increase might be preferable.

There was some feeling expressed that before approving an increase as recommended by the Finance Committee, there should be further study of the whole financial structure. It was suggested that action be postponed until the next meeting of the Council and that at that time some over all plan for the next few years be proposed.

It was moved that: We request the Finance Committee to bring to the Detroit meeting of the Council a recommendation based on a thorough study of the dues structure of the organization. Since there was no second, this motion was withdrawn.

It was then moved and seconded that: A Committee of the Executive Council be appointed with the request that it bring to the Detroit meeting of the Executive Council a proposal for APGA dues structure for the next period of approximately three years.

A request was made that action on this motion be held until after the report and discussion of the Executive Council Self-Study Committee. In view of this, it was moved and seconded that: The motion for the appointment of a Committee of the Executive Council to study the APGA dues structure be tabled until after discussion of the report from the Self-Study Committee. Motion passed. Although no action was taken to remove this item from the table, the subsequent discussions by the Council favored the appointment of the special Sub-committee to study the dues question. (President Williamson appointed a Committee of Gail Farwell, Ralph Johnson, and Leo Goldman.)

The Council next took up Recommendation No. 5 from the Finance Committee. This recommendation was to study the pricing structure for non-member subscriptions. It was pointed out that the recommendation should not cover foreign subscribers.

It was moved and seconded that: Recommendation No. 5 of the Finance Committee be approved. This recommendation reads as follows: "That the Divisions be asked to study the pricing structure of non-member subscriptions for their publications. At the present time it is costing the dues paying members of APGA \$1.44 to process and service each non-member subscription; therefore, this cost should be reimbursed." Motion passed with the suggestion that Divisions be urged to effect any changes in subscription rates as soon as possible.

Recommendation No. 6 was for a change in auditor. Mr. Kunze commented that there is a need for more expanded auditing services than are available from the present auditing firm. It was pointed out that the auditing cost has been \$5,000 and that discussions have been held with a firm that would give greatly increased service with a maximum charge of \$6,000.

It was moved and seconded that: Recommendation No. 6 of the Finance Committee be adopted. This recommendation reads as follows: "That in view of the expanding growth of APGA and in view of the necessity of further modernizing the accounting system, and in view of the less than satisfactory service from the present auditor, the Finance Committee recommends that the Executive Director be authorized to arrange for an appropriate auditing service to keep pace with APGA's auditing needs." Motion passed.

Recommendation No. 7 was for approval of the property situation and the headquarters office move. It was pointed out, however, that the Association must begin to plan for a major property decision in a few years.

It was moved and seconded that: Recommendation No. 7 from the Finance Committee be adopted. This recommendation reads as follows: "That the Committee feels that the property situation as reviewed in the updated report of November 1967 suggests that the headquarters office move was an appropriate one under the circumstances. Also, in view of the cost ratio for utilization of our property that a period of three to five years be viewed as appropriate for the continued use of the property. Meanwhile, efforts should continue to sell the building and APGA should continue to explore all possible headquarters alternatives and cost factors. The Committee supports the proposal to rent the property on Corcoran Street with the provision for release from the rental agreement in the event the property is sold." Motion passed. Feeling was also expressed that in some way there should be some information on this sent to the membership.

Recommendation No. 8 was to use money from the reserve funds to reduce the mortgage on the property. Mr. Kunze pointed out that the Association is paying more interest on the mortgage than it is receiving from investments. Therefore, the Finance Committee feels it would be financially wise to reduce the mortgage as rapidly as this can be done. It was also noted that this recommendation is the first time the idea of guidelines for a floor for reserves has been brought up.

It was moved and seconded that: Recommendation No. 8 from the Finance Committee be approved with the understanding that some kind of simplified report will be made on this at least at each Council meeting. This recommendation reads as follows: "That APGA reserve funds be maintained at a floor of at least \$60,000 a year and that the \$1.00 per member continue to be added to the reserve. Also, that excess reserves be used at this time to reduce the mortgage on the property and that a recommendation be made each year for further reduction of the mortgage in an appropriate amount depending on the financial status of the organization." Motion passed. It was suggested also that some type of simple report might be made to the membership by inclusion in the Guidepost.

Recommendation No. 9 was to recommend to the Publications Committee that the Guidepost be made available to non-members on a subscription basis. It was noted that in the past the Publications Committee has not felt that it has jurisdiction over this publication and there was some question as to whether the Publications Committee should be asked to study this.

After some discussion, it was moved and seconded that: Recommendation No. 9 from the Finance Committee be approved with the understanding that in addition to asking the Publications Committee to make a recommendation concerning the Guidepost, the Council is asking them how far they feel they should become involved in this publication. This recommendation reads as follows: "That a recommendation be made to the Publications Committee that the Guidepost be made available to non-members at an appropriate subscription cost and that the price should be set at a rate that would cover the cost of production for this publication." Motion passed.

Recommendation No. 10 was to authorize staff salary increases in the next fiscal year to confirm to the Federal salary increase. It was pointed out that this recommendation represents a reaffirmation of a policy already in existence. In the discussion of this recommendation, the feeling was expressed that there should be some provision for a regular review of job classifications of APGA staff, and that this should be done by the Finance Committee.

It was moved and seconded that: Recommendation No. 10 from the Finance Committee be approved. This recommendation reads as follows: "That the Executive Council prepare to authorize salary increases for APGA staff in the next fiscal year budget which conform to the Federal rate structure." Motion passed.

Recommendation No. 11 was to ask Committees to review their budgets. It was pointed out that this recommendation is asking for a voluntary reduction in the Committee budgets and does not mean that the budgets must be cut.

It was moved and seconded that: Recommendation No. 11 from the Finance Committee be accepted. This recommendation reads: "That all committees be asked to review their commitments and expenditures to this point and for their remaining budget. Also, in view of the financial situation, committees should be urged to try to under-expend their budgets by seven percent." Motion passed.

Recommendation No. 12 was to provide a standard form to be used by Committees in making their budget requests. The Finance Committee feels this would make possible a uniform system of accounting and would stimulate advance planning on the part of Committees.

It was moved and seconded that: Recommendation No. 12 from the Finance Committee be approved. This recommendation reads as follows: "That a planning memorandum be worked out for committees to provide a standard form for committees to make financial forecasts, budget requests and to outline proposed activities, their cost, and approximate schedule of activities for review by the President and the APGA Committee on Committees." Motion passed.

Recommendation No. 13 was to establish a policy on subsidies to Divisions. In the discussion on this recommendation, there was some objection raised to the suggested requirement for subsidies to be reimbursed.

Following the discussion, it was moved and seconded that: Recommendation No. 13 of the Finance Committee be accepted with the elimination of point No. 4 and a change in point No. 5 from "Executive Committee" to "Board of Directors." This recommendation as submitted by the Finance Committee reads as follows: "That a policy be established on subsidies to Divisions that certain requirements be met, namely: (1) that the subsidy should be for a well defined worthwhile specific activity in terms of costs and benefits; (2) that subsidy requests must be considered in the light of the Division's circumstances and can only be approved if the Division cannot otherwise undertake the project with its own financial resources; (3) that there be a three-year limit on the subsidy with a decreasing scale; (4) that the subsidy be repaid to the Association when the Division's financial surplus makes such return possible; and (5) that adequate lead time be provided for a considered evaluation of the request by the Executive Committee." Motion passed.

Recommendation No. 14 concerns the need for future expansion of the data processing operation at APGA Headquarters. It was pointed out that this action is needed because of the long wait required to obtain computer equipment, but that this would not obligate the Association to definitely purchase the equipment.

It was moved and seconded that: Recommendation No. 14 of the Finance Committee be approved. This recommendation reads as follows: "That in view of the obvious need for future expansion in the capability of the data processing operation, the Finance Committee recommends placing the order for computer equipment since there would be a lengthy wait before such equipment could be delivered. The Committee also concurs that the present data processing manager of headquarters be trained in programming if the cost for such training can be deferred until the next fiscal year." Motion passed.

Recommendation No. 15 was intended to dispose of some of the funds in the restricted accounts. It was pointed out that this would have no effect on the budget.

It was moved and seconded that: Recommendation No. 15 of the Finance Committee be accepted. This recommendation reads as follows: "That the Committee recommends that the balances in the restricted accounts from the Department of Labor and the American Child Guidance Foundation be written off as bad debts and that the balance in the Guidance in Industry fund be closed off into the Memorial Funds." Motion passed.

Later in the meeting it was reported that contact had been made with persons in the Department of Labor and that there was a strong possibility that money would be forthcoming from this grant.

In view of this, it was moved and seconded that: The action to write off the Department of Labor grant be rescinded and that this be placed on the Council agenda for the next meeting in Detroit. Motion passed.

Mr. Kunze concluded his report by calling attention to the Financial Policy Manual. He indicated that by the next Executive Council meeting, it is hoped to have a complete manual.

It was moved and seconded that: The Finance Committee be commended for the fine work they have done in preparing these recommendations. Motion passed.

It was then moved and seconded that: Gene Hunter and his staff be commended for this very careful, detailed and insightful explanation of the current financial picture and the proposed budget of APGA. Motion passed.

Finally, it was moved and seconded that: Each Division President should be given copies of the history of financial practices and policies and of the analysis of the resolutions. Motion passed.

VI. CONVENTIONS

A. 1968 Convention

Attention was called to the proposal from the Detroit Convention Committee to set the time for meetings of the Senate. It was pointed out that a definite decision must be made at this time so the schedule can be printed in the Convention program. The main problem in scheduling Senate meetings is the conflict with program sessions. In the discussion, there was general agreement that it is not possible to eliminate conflict in the scheduling and that Senators should recognize their responsibility to attend meetings of the Senate. It was further pointed out that the 1968 Senate meetings will be very important particularly in view of anticipated amendments to the new By-Laws.

Following the discussion, it was moved and seconded that: The APGA Senate meetings during the Detroit 1968 Convention be set for Monday, Tuesday and Wednesday mornings from 9:00 a.m. to 12:00 noon and that some type of special communication be sent to Senators stressing the major importance of these meetings. Motion passed.

It was noted that registration materials for the Detroit Convention have been mailed. Announcement was made that Division Presidents should not complete a housing request since they receive complimentary suites. It was also agreed that special handling will be given to room arrangements for the Presidents-Elect.

It was further noted that the Executive Council is scheduled to meet from 7:00 to 10:00 p.m. on Thursday evening and from 9:00 a.m. to 5:00 p.m. on Friday just preceding the 1968 Convention.

B. 1969 Convention

A report was given on the recent meeting of the 1969 Convention Program Committee. The Committee had suggested as a theme for the 1969 Convention "Through Commitment to Action." There was agreement to the idea of this suggested theme but a feeling that the wording was poor. The Council agreed to the idea of using commitment and action in the theme.

It was moved and seconded that: The suggested theme of "Through Commitment to Action" proposed for the 1969 Convention be accepted but that this acceptance include the request that some change be made in the grammar for the theme. Motion passed.

It was also noted that the Convention Committee desired to establish deadlines for program ideas and call for papers as early as possible. The importance of appointing Division Program Chairmen as early as possible was also stressed.

C. 1970 Convention

Mr. Tom Harris, New Orleans Convention Manager, spoke to the Council about New Orleans as a Convention site for 1970. Mr. Harris noted the steady increase in attendance at APGA Conventions. He further indicated that some problems have arisen on new hotels that were to have been completed by 1970. Mr. Harris stated that in view of these factors, he was suggesting that it would be better to postpone holding an APGA Convention in New Orleans in 1970 and to select another city.

Following this report there was discussion of possible alternatives. As an outcome of the discussion, it was agreed that the Council Sub-committee on Conventions should be reactivated to study possible alternatives immediately so that a firm decision on a site for the 1970 Convention could be made as soon as possible.

VII. INFORMATIONAL REPORTS AND DISCUSSION

A. Report on Asian Conference - Japanese Vocational Guidance Association

President Williamson and Dr. Henry Borow reported on their observations from attendance at the Conference, which both had attended as official delegates from APGA.

Dr. Borow reported that the Conference was attended by delegates and observers from about twelve nations. The Conference included position papers as well as reports on the status of educational and vocational guidance in Asian nations and discussions of professional problems. He indicated that a highlight of the Conference was the preparation of a final draft report. Dr. Borow stated he felt this to be a very significant conference with a real involvement with regard to the need to professionalize guidance and a genuine interest in and concern about guidance in the United States. Dr. Borow concluded his report with the observation that it is well that APGA remained a part of the IAEVG.

President Williamson indicated that he returned from his trip convinced that APGA has a strategic opportunity to be very helpful to oriental guidance workers. He reported on the status of guidance in the various countries that he had visited and noted the hope that there might be formed a permanent International Asian Association in the field of guidance and counseling. He concluded his report by calling attention to the report from the Asian Conference and it was agreed that this be distributed to Division Presidents by the Headquarters Office.

B. APGA and Division Awards

Attention was called to the variety of APGA and Division awards that are now in effect. The concern is that no one knows what is currently happening in the total award program and it might be desirable to study this total program.

It was moved and seconded that: A Committee be appointed to have a full scale investigation of the awards program of APGA and its Divisions and to make recommendations to the Board of Directors for action prior to the 1969 Convention. Motion passed. (President Williamson appointed a Committee of Donald Hoyt, Raymond Ehrle, and Marceline Jaques.)

C. Federal Relations

Dr. Gilbert Moore, Chairman of the Federal Relations Committee, called the Council's attention to the written report. He indicated that there is at the present time nothing that requires action by the Council.

D. National Leadership Seminar

The Executive Director reported on the National Leadership Seminar held in September for Presidents of Branches and Division Presidents. He indicated that the Seminar had been attended by sixty people representing thirty-eight states. The main discussion topic was the new By-Laws, and Branch and Division relationships were also discussed. The group felt this Seminar to be very worth while and it is hoped that this can be done annually.

E. Nominations and Elections

Attention was called to the written report. It was noted that the election ballots are scheduled for mailing by December 15, 1967 with a return deadline of February 3, 1968. They will be sent by first class mail and will be coordinated with the mailing of the election issue of the Guidepost. As directed by the Senate, the results of the APGA balloting will be published in the March issue of the Guidepost.

Attention was called to the election time schedule and it was pointed out that to hold to the schedule, it is necessary that the Headquarters Office receive nominees for APGA President-Elect and for Divisional offices by the close of the Division board meetings at Convention.

There was discussion about the manner of certifying election results by a teller and it was moved and seconded that: The Council go on record as acting to instruct the President of the Association to appoint an APGA member who is not currently an officer or a candidate for office in APGA or any of the Divisions to certify the election procedures and the election results. Motion passed.

F. APGA Resolutions Committee

It was pointed out that at the present time there has been no one appointed to the Resolutions Committee. The Council was asked to take action on the composition of this Committee.

It was moved and seconded that: The President-Elect be appointed as Chairman of the Resolutions Committee with the Chairmen of the Division Resolutions Committees as the other members. Motion passed.

The first session of the Executive Council was adjourned at 5:05 p.m.

The second session was called to order by President Williamson at 9:05 a.m., November 30, 1967, at the Royal Orleans Hotel, New Orleans, Louisiana. The same members were in attendance as in the first session.

VIII. EXECUTIVE COUNCIL SELF-STUDY COMMITTEE REPORT

Dr. Gilbert Moore, Chairman of the Committee, called attention to the written report. He noted that in the report, the Committee had attempted to identify the essential areas in which policy must be evolved and established. Dr. Moore noted that it has come to the Committee's attention that some question has been raised about the over all management of the Association and that the President has asked the Committee to direct its attention to this matter.

Continuing his report, Dr. Moore indicated that the Committee assumed that it should not study the present structure because of changes in organization that will take place under the new By-Laws. The suggestion was made that it would be well for the Council to break up into small groups with each group considering one item from the report of the Self-Study Committee. It was felt that it would be well to have each group make at least a preliminary report before the present Council meeting is adjourned. Agreement was reached that this would be done and that each group would present a report later in the meeting. Five Sub-committees were appointed to report on the first five items from the Self-Study Committee report.

Dr. Moore noted that the Executive Director had met with the Self-Study Committee to discuss comments that the Committee has received particularly with respect to personnel in the Headquarters Office and to Division relationships to APGA. He indicated that the subject of Division relationships should come up in the further discussion. Dr. Moore then called on the Executive Director to speak to the matter of personnel questions.

Dr. Dugan first thanked the Council for the opportunity to speak to this question. He noted that regular staff meetings are held to accomplish a high degree of communication, and outlined the organization of the Headquarters Staff and operations. Following Dr. Dugan's report, the Council expressed its appreciation for the very complete report and agreed that it would be desirable to make this kind of Executive Director's report a part of the agenda at each Council meeting.

Following a recess, reports were heard from the chairmen of the five Sub-committees of the Self-Study Committee. These reports were discussed by the Council and next steps agreed upon. It was determined that the reports would be duplicated in draft form and distributed to Council members. The drafts will then be re-worked and material sent to the Chairman of the Self-Study Committee. That Committee will pull the material together and a further report will be made to the Executive Council at its next meeting.

It was moved and seconded that: The Council endorse the progress being made on the self-study and authorize the Self-Study Committee to proceed with the next steps. Motion passed.

It was moved and seconded that: In view of resignations which have taken place since the last meeting of the Executive Council, we go on record as expressing our sincere appreciation and commendation to Miss Patricia Lawlor and Miss Laura Mae Kress for the contributions each made to APGA during the time they served as members of the APGA Headquarters staff. Motion passed.

IX. PROFESSIONAL PREPARATION AND STANDARDS COMMITTEE REPORT

Dr. Wray Strowig, Chairman of the Committee, presented the report. Dr. Strowig stated that the Committee's primary concern at this time is in implementing accreditation. He summarized the history of the Committee's work in this area and noted that a proposal has now been submitted to NCATE to use the secondary school standards on a three-year experimental basis, but that no decision has yet been received from NCATE.

There was considerable discussion on desirable next steps in the accreditation area. Mention was also made of standards being developed by several Divisions and the general feeling was that it might be desirable to work towards the development of some more general statement of standards and criteria that would cover all areas and then develop some more specific statement for the different areas.

Following the discussion, it was moved and seconded that: The Council requests the Professional Preparation and Standards Committee to try to develop a kind of statement on standards which might be consistent with the NCATE approach to accreditation as it applies to counselors. Motion passed. It was agreed that this motion is limited to counselors.

The second session of the Executive Council was adjourned at 9:10 p.m.

The third and final session was called to order by President Williamson at 9:05 a.m., December 1, 1967, at the Royal Orleans Hotel, New Orleans, Louisiana. The same members were in attendance as in the first and second sessions.

X. PLACEMENT COMMITTEE REPORT

Dr. Harvey Ideus, Chairman of the Committee, presented the report. Dr. Ideus first called attention to the written recommendations from the Placement Committee. He then commented on the operation of the Convention Placement Center and noted the first recommendation of the Committee that \$1.00 be added to the Convention registration fee to cover the cost of operating the Convention Placement Center. He indicated that this would replace the present \$5.00 per candidate and per employer registration fee for the Center. Dr. Ideus noted that in making this recommendation the Committee feels that placement should be an integral part of the Association and also feels that it is not possible to have strict control over Convention Placement Center registration.

In discussing this recommendation, questions were raised about the possibility of using different kinds of placement operations such as through the U. S. Employment Service or other services. It was noted that there has already been some investigation of such possibilities and the general feeling in the Council was that before approving changes in the placement operation or placement financing, it would be desirable to have further study.

It was moved and seconded that: The Convention Placement Center for the 1969 Convention be financed in the same way as the financing for the 1968 Convention. Motion passed.

It was then moved and seconded that: A Committee be appointed, including an Executive Council representative, to review all of the placement activities of APGA and to report as early as possible and preferably no later than the May 1968 meeting of the Executive Council. Motion passed.

XI. PUBLICATIONS COMMITTEE REPORT

Dr. James Lister, Chairman of the Committee, presented the report. Dr. Lister noted that last year the Committee voted to divide itself into two groups; the Board of Journal Editors and the Publications Committee, with the Chairman of the Board of Journal Editors to meet with the Publications Committee. The Board of Journal Editors concerns itself with journal matters and the Publications Committee deals with other Association publications.

Dr. Lister noted that the Committee is presently working toward the development of some clear statements of the purposes of the Committee, and also on procedures to maintain communication between this Committee and the Division Publications Committees. He then called attention to the four recommendations from the Publications Committee which require Council action.

It was moved and seconded that: The Council accepts Recommendation No. 1 from the Publications Committee. This recommendation reads as follows: "The recommendation to publish a monograph by John K. Fisher and Gordon P. Liddle as Number Two in the Inquiry Series which was inaugurated with the publication of The Origin of Interests by Roe and Siegelman. The Fisher-Liddle manuscript reports research by the Inter-Professional Research Commission on Pupil Personnel Services. The Publications Committee felt that the topic was appropriate, and our reviewers have agreed that it has considerable merit. George O. McClary has agreed to serve as editor for the publication." Motion passed.

It was moved and seconded that: The Council approves Recommendation No. 2 from the Publications Committee. This recommendation reads as follows: "The recommendation to publish Convention Abstracts for the Detroit Convention. Copies would go on sale at the Convention and would be available through APGA Publication Sales after the Detroit meeting." Motion passed.

Recommendation No. 3 from the Publications Committee concerned a revision of the publication, The Counselor in a Changing World. It was noted that since the Publications Committee had prepared this recommendation, new information had been received on this. In view of that new information, it was agreed that no action will be taken on the recommendation at this time but that it should be brought up again at the next meeting of the Executive Council.

Recommendation No. 4 concerned the agreement that APGA has signed with ERIC. Dr. Lister outlined the Committee's reasons for making this recommendation and expressed the feeling that the matter should have come before the Publications Committee before the Council had taken action. There was considerable discussion on this and some feeling expressed that the agreement that had been signed was not the same as the intent of the Council in approving this.

Following the discussion, it was moved and seconded that: The Council instruct our legal counsel to investigate the agreement with ERIC currently in effect and the action taken by the Executive Council at its meeting in Dallas to determine whether the agreement corresponds with the intent of the Council's action. Motion passed.

Finally, Dr. Lister called the Council's attention to the written report from the Board of Journal Editors. He noted that they are asking for action by the Council on a recommendation for a re-statement of advertising policy.

It was moved and seconded that: The re-statement of the Association's advertising policy as recommended by the Board of Journal Editors be approved. Motion passed.

XII. INDIVIDUAL RIGHTS COMMITTEE REPORT

The Chairman of this Committee, Dr. Herbert Stern, was unable to be present. Therefore, Dr. Dyckman Vermilye presented the report from the Committee. Dr. Vermilye called particular attention to the Program for Implementing the APGA Statement on Individual Rights and Opportunities and outlined the history of its development. He noted that the Committee is now asking the Executive Council to approve this statement.

It was moved and seconded that: The Program for Implementing the APGA Statement on Individual Rights and Opportunities be submitted to the Senate with the Council's recommendation of endorsement, and with the implicit understanding that the Committee continue to work on this for examples and for more procedural development. After some discussion, vote was taken on this motion and the motion was defeated.

It was then moved and seconded that: This statement of the Individual Rights and Opportunities Committee be referred to the Senate for their study and review. Motion defeated.

In the further discussion on the statement, there was some feeling expressed that this statement should include examples of the kind of matters that would be covered. There was also concern for the financial aspects of adopting the statement. It was agreed also that the proposed statement should be published in the journals for the information of the membership.

Following this discussion, it was moved and seconded that: The Council accepts the report of the Individual Rights and Opportunities Committee and commends the Committee for its progress; and the Council asks that the Committee during the next six months to one year seek to disseminate the proposal and the discussion and explanation of it through the journals, periodicals and other methods through state branches and elsewhere. As a result of that study, the Committee is asked to return to the Executive Council a recommendation for action and adoption of the policy. Motion passed.

XIII. BRANCH COMMITTEE REPORT

Mr. Frank Morin, Chairman of the Committee, presented the report. Mr. Morin first called the Council's attention to the written report from the Committee. He then outlined the Committee's activities for the year to date. Mr. Morin next commented on plans for the Branch Workshop to be held in Detroit and invited all Council members to attend.

Following this report, it was moved and seconded that: The Council accepts the report of the Committee on Branches with its commendations for the excellent work and expectation of continued progress. Motion passed.

A. Application from Pennsylvania State Branch

An application for a branch charter was presented from the Pennsylvania Personnel and Guidance Association. The Council was informed that this group had met the requirements to apply for a charter.

It was moved and seconded that: The Council approves the application for a State Branch Charter from the Pennsylvania Personnel and Guidance Association. Motion passed, with agreement that this matter should go before the APGA Senate meeting in Detroit for ratification as called for in the new By-Laws.

XIV. MEMBERSHIP COMMITTEE REPORT

Dr. Emeliza Swain, Chairman of the Committee, presented the report. Dr. Swain first called attention to the Committee's written recommendations to the Council. The first recommendation concerned a possible plan for publication of a Membership Directory, and it was pointed out that this would require authorization from the Executive Council. It was noted that it will be possible to arrange for publication of a Directory showing a simple listing of names. If a more elaborate type of Directory is published there would be expenses to produce it.

Following the discussion of possibilities on the publication of a Membership Directory, it was moved and seconded that: A membership directory be published as it has been described and with the procedure that does not require budget. Motion passed.

Dr. Swain then noted that the Committee's second recommendation concerns an increase in dues. There was some discussion on this and it was agreed that in view of the Council's earlier action to study the dues matter, no further action was required at this point. Dr. Swain commented that the Membership Committee wished to express itself on two matters relating to the new By-Laws. One is that the Committee does not favor the requirement for members to state a primary Division and the other is that the Committee desires to have the Membership Committee listed as a standing committee.

The final item of the Membership Committee report concerned the selection of State Membership Chairmen. There was considerable discussion of this and of the difficulty in locating these people and making the appointments. Dr. Swain outlined the methods now being used to locate State Membership Chairman and also how they have been located in the past.

XV. INTERNATIONAL RELATIONS REVIEW COMMITTEE REPORT

Dr. Ivan Putman, Chairman of the Committee, presented the report. Dr. Putman first called attention to the written report presented to the Council. He noted that this Committee had been charged by the Council to report at this meeting on the direction the Association should go in its international involvements. Dr. Putman summarized the results of questionnaires that had been sent out to provide the basis for the recommendations.

Dr. Putman continued by summarizing each of the recommendations from the Committee and answering any questions from Council members concerning these.

Following this, it was moved and seconded that: The Council accepts the report of the International Relations Review Committee with the understanding that such acceptance carries no budget implications or commitments at this time. Motion passed. (Since the report was accepted in its entirety, the complete report is attached as Appendix A.)

XVI. BY-LAWS COMMITTEE REPORT

The Chairman of the By-Laws Committee, Mr. Edwin Carine, was unable to be present. Therefore, Dr. Kenneth Hoyt was called upon to comment on the By-Laws. Dr. Hoyt commented on the Minneapolis workshop and later conference in New York City where Branch and Division leaders met to discuss compromises on possible amendments. He summarized the compromise amendments that have been proposed as a result of these meetings.

There was discussion of possible misinterpretation on compromise amendments being circulated for signatures and it was moved and seconded that: In view of the fact that the Shimberg memorandum was prepared for purposes of summarizing outcomes of the compromise meeting in New York City and the compromise amendments are clearly separated from the "additional" amendments and since it is clear that the "additional" amendments were not endorsed by the compromise group and that the signature page appears at the very end thereby creating confusion as to what one signs for, therefore the Executive Council instructs the By-Laws Committee to interpret signatures obtained from this memorandum to mean signatures for the compromise amendments only and that we forward to the By-Laws Committee the endorsement of the Board of Directors for the compromise amendments thereby assuring that they get to the Senate. Motion defeated.

It was then moved and seconded that: The compromise amendments as agreed upon at the meeting in New York City be presented to the Senate as being favorably considered by the Executive Council. Motion passed.

XVII. ADJOURNMENT

The third and final session of the Executive Council meeting was adjourned at 4:30 p.m.