

AMERICAN PERSONNEL AND GUIDANCE ASSOCIATION

1963 - 1964 EXECUTIVE COUNCIL

Meeting, May 17-18, 1963

Minutes of First Session, May 17

Willis E. Dugan, Presiding

I. CALL TO ORDER

The meeting was called to order at 9:20 a.m. by President Dugan. Members in attendance were: Dr. Cottingham, Dr. Dunsmoor, Dr. Farwell, Mr. Ashcraft, Mr. Benson, Dr. Edson, Dr. Gellman, Dr. Hummel, Mrs. Kirk, Mr. McClary, Dr. Miller, Dr. Proff, Dr. Reed, Dr. Sinick, Dr. Trueblood, and Dr. Hitchcock.

A. Review of Minutes

It was moved by Mr. Benson and seconded by Dr. Cottingham that: We dispense with the reading of the minutes. Motion passed.

II. REPORTS OF OFFICERS, COMMITTEES, AND DIVISIONS

A. Officers

1. President. President Dugan stated that he was going to examine eight basic problems or issues which, at some point or another, are going to be crucial to APGA and Divisions. These are: 1. Membership and membership relations. The April 30, 1963 Membership Report shows a membership figure of 16,505. The realistic figure, however, is that just short of 14,721 actually paid dues to APGA during the past fiscal year, and it is on that basis that the records of our finances, accounts and auditor's report is based. The rapid exceleration of our growth in membership has created a number of problems. The Headquarters operation, that was originally gired to work with 6,000, now must take on 16,000. Membership records and processing procedures put the increasing demands on the Headquarters in regard to correspondence, communication, reports, etc. 2. Branch Development and Branch relationship. He stated that there are questions that need to be answered, such as, what is the relationship of our Branches to Division Branches, how can the expanded number of Branches be coordinated, etc. A new Committee on Branches has been formed this year under the Chairmanship of Dr. Joseph Hollis. 3. Divisional status and Divisional relationship with APGA and Headquarters. We need to consider the kind of new developments that are needed by APGA and the Headquarters in order to provide a greater backing, support, communication and service to Divisions. 4. Budget. Anticipation is that we are holding just about steady for income and expenditures for the next year in contrast with the past. Over the period of the past ten years, our income, based on budget, has increased about 430%. Our expenditures have increased at the rate of 458%. 5. Publications Committee. It is hoped that through Council support the Publications Committee will become stronger and in turn make a real contribution to the growth of APGA and to the many diverse publications of the Divisions. 6. Policy statements and standards. The three

statements that are evolving at the present time are the overall Pupil Personnel Services policy statement, the ASCA Role and Function study and the ACES Standards study. 7. Special projects. There are numerous projects underway at the present time, such as, the elementary guidance, the dropout, etc. 8. Headquarters relations and operations. The Headquarters represents a very convenient vocal point for criticism when problems develop with Divisions, Branches and the total membership. The Executive Committee, in May, examined very carefully the Headquarters' operations. It was decided that more feedback should be made to the Executive Committee, Executive Council, and to the total membership of important meetings, conferences, contacts, etc., held by the staff.

2. Executive Director. The Executive Director reported on the following items of importance:

a. Legislation. On May 13 and 14, President Dugan presented testimony before the House and Senate Subcommittees on Education. On May 13, Dr. Trueblood presented testimony for ACPA. APGA has been asked by Mrs. Green, of the House Committee, to work with her in forming the actual motions relative to guidance, and by Senator Morse, of the Senate Committee, to prepare an additional testimony at the end of the hearings covering any points that were omitted in our original testimony. The Legislative Review Committee is considering a statement on APGA's position on various items such as higher education, vocational education, counselor education, etc. This will be made available to the APGA membership. This will probably be put in the Journal as a reprint. Dr. Reed stated that it should be sent to the state school officers.

b. Headquarters Operations. As directed by the Executive Committee in November, a study of the tasks of each member of the staff was made during the four weeks of February, under the direction of LeRoy Dugan. The data has been analyzed and the recommendations for improving operations are being studied by the Administrative Staff. At the May Executive Committee meeting, the Administrative Staff members were called in at different intervals to discuss the operations in the Headquarters and this proved to be very valuable. The Executive Director called attention to the written statement of his responsibilities and duties.

c. Special Programs. The Executive Director explained the following programs: 1. Counselor Role and Function. The project proposal was submitted to Manpower Development and Training Research Program for \$140,000. We are seeking an expanded program of financing that would make it possible to bring in a director on this. The Elementary Guidance Project comes under this Project. Dr. Anna Meeks is the head of the first section relative to the development of a statement on the dimensions of elementary school guidance. The projected time for publication is January 1964. 2. Inter-Professional Commission on Research in Pupil Personnel Services. This has become an independent separately incorporated commission that APGA has been involved with for three years with Dr. Robert Stripling and Dr. Hitchcock serving as the APGA representatives. Dr. Walter Waetjen, the General Director, is in the process of looking for an Associate Director. 3. APGA-NEA Dropout Project. A small Symposium has been conducted for the purpose of reviewing papers that will form a monograph to be made available to members and to be utilized in groups, APGA Branches and others, and in training institutions that are supported by the Juvenile Delinquency Project.

This has developed into the Juvenile Delinquency Project. Under this, a project director would be appointed, who would be concerned with the training of counselors who work with non-college going youth, and who would work with the training centers that have been formed by the Juvenile Delinquency Project. APGA would participate by having this training project that would be financed by a grant to APGA. 4. Position paper on tests. Dr. Robert Callis accepted the responsibility for preparing the position paper on tests and test usage. The draft and the paper will be submitted first to the Executive Committee and then to the Executive Council for review with the hopes that it will be completed during this APGA year. The purpose of this statement is to state a position that will make it possible for local communities to have some firm statement about how tests, very broadly, should be used, to support good tests and attack bad testing. Dr. Trueblood stated that it might be well for APGA to initiate a small conference of approximately a half dozen association representatives, such as APA, Secondary School Principals, etc., to discuss the issue of tests and test usage. It was moved by Dr. Reed and seconded by Dr. Sinick that: A Committee of approximately three persons from the Councils meet separately and report back tomorrow on some procedures we might consider as a Council on this overall suggestion of a small conference. Motion passed. Dr. Dugan appointed Dr. Reed as Chairman of this Committee and Dr. Dunsmoor and Dr. Trueblood as members. 5. Nominations and Elections. Dr. Roeber has been appointed Chairman of a Committee on Nominations and Elections Procedures with C. Winfield Scott, Willard W. Blaesser, and Carl O. Peets serving as members. This Committee is to report in March 1964. 6. Monograph Series. Dr. Samler was appointed Editor of the first monograph, Ann Roe's Origins of Interests. An editorial board has been appointed to work with Dr. Samler and the Publications Committee is to work on the title of the series. The proposed title will be submitted to the Executive Council, by mail, for approval. 7. "Answers to Questions About Guidance." This is a joint NEA-APGA leaflet prepared for American Education Week. 8. Clifford E. Erickson Memorial Fund. Dr. Walter Johnson is Chairman of the Committee and Marjorie Bell and Donald Kitch are members.

3. Treasurer. Dr. Farwell stated that out of the discussion regarding late payment of dues at the 1962-63 Executive Council, was raised the point of assessing members a charge for late payment of dues. A revised billing procedure is being prepared by the Headquarters. Before any assessment is put into action, this procedure should be tried to see if it will help eliminate the problem of late payment of dues. It costs the Association \$1.00 to send a third notice. He stated that an article should be placed in the Guidepost, informing the membership of the estimated cost to the Association for the sending of third notices. It would be advisable, also, for Divisions to mention this in their Journals or newsletters. He next discussed the Ten-Year Projection, and suggested that there should either be a subcommittee of the Long Range Advisory Committee or an ad hoc committee appointed from the membership of the Executive Council to take a look at the possibility of preparing a ten-year professional projection. Dr. Farwell next discussed the budget and stated that the budget is revolved around the number of paid up members, 14,721, for 1962-63 instead of around the number of members on our rolls, 16,505. As of May 15, 1963 every outstanding bill has been paid. This past year significant cut was made in the deficit financing bill and we have also lived up to our stipulation of a reserve fund for emergency. We are managing to pay in advance of our mortgage schedule because of gifts and contributions, and we owe a great deal of credit to Dr. Dunsmoor for this. He further stated that it is hard to balance the budget because of: 1. General 5% salary increase; 2. Additional professional services are being demanded which requires a larger

staff of a professional nature and clerical help; 3. Salary adjustment to hold key people; 4. Possible 3% increase in printing cost; 6. Division subsidy - the following subsidies were requested: 1. ACBS, \$1,000 for their Journal publication, 2. ARCA, \$1,000 for printing of Journal, and 3. SPATE, \$500 for Journal. Dr. Farwell next discussed the property and stated that the Executive Committee instructed that an architectural person study the Headquarters and 1607, since the lease for 1607 expires in February 1964. Regarding 1605, the Architect stated that it meets the District of Columbia building code, and, therefore, we could rent it; however, it must be occupied by a non-profit organization. He stated that five additional office spaces could be made with an estimated cost between \$15,000 and \$20,000. In 1607, it is possible to provide 16 additional office spaces. We could expect a one-third increase on rental. The Executive Director stated that we could sell the property immediately for not less than \$600,000, and we could get more if we worked on selling it. If we considered selling the property, this would have to be studied in great detail, before any final decision is made. Mr. Hummel stated that if a lease could be renegotiated for a shorter period than five years and moderate expenditures could be put into 1605 to give us more space, he would favor that approach for a few years until we determine we are off the plateau in membership and income. Mr. Benson stated that he would support the points that Mr. Hummel made and also a point to consider is that the repairs we make on our present building might mean more rental when we decide to move. If the Council decided to move, or sell, we might get some bad reaction from our membership because they do not realize the necessity for additional space. Mr. Ashcraft stated that he did not like the idea of continuing to put money into the old building. Dr. Dugan stated that there is definitely a need for readjustment of space. Dr. Proff stated that he would favor staying in 1605. Dr. Dunsmoor stated that the Headquarters is inadequate for our present usage and that we are a growing first class organization and he does not feel that this is first class Headquarters. He further stated that 1607, with alterations, would give us all the room we would need for the next ten years, and this would give us an opportunity to build up our reserves. Dr. Sinick stated that there is no question about the rapid expansion of the Headquarters and would be in favor of moving to 1607. Mrs. Kirk stated that she would prefer staying in 1605 for two or three years until we are more stable regarding finances. Dr. Edson stated that we should examine our services to see if we are limiting our services to the membership by staying here. Dr. Trueblood stated that he would favor our further leasing next door. It was moved by Mrs. Kirk and seconded by Mr. Benson that: The Executive Committee is instructed to study the building-utilization situation, and the Executive Director is authorized to negotiate a short term lease on the building at 1607. Motion passed. Dr. Dugan stated that the Executive Council would be advised of our situation on this through the Council memorandum.

4. Immediate Past President. Dr. Dunsmoor presented his proposal on life subscriptions and asked for authorization to sale an additional 250 life subscriptions. He stated that these 250 life subscriptions could be sold between Convention time and December 31, 1963, if the plan is approved prior to the beginning of the Convention. The money received from the sale of these additional life subscriptions could be used for the following items: 1. Put into the reserve account at an interest of 4%; 2. Use part to pay off our loan; and 3. Reduce our mortgage loan. Mrs. Kirk stated that the By-Laws of APGA states that, "The number of life subscribers in any Division shall not exceed five per cent (5%) of the membership of the Division." Since we have not exceeded the five per cent, Executive Council action is not needed. Dr. Miller stated that authorization be given to Dr. Dunsmoor for the sale of the additional ~~500~~ life subscriptions and at the Convention in San Francisco make a motion to increase the allowed amount

from 5% to 6%. Dr. Farwell stated that the average age of our life subscribers is 44 and the big age group we are going to get is between 30 and 50, therefore, APGA would be carrying them for 15 years. It was stated by Mr. Ashcraft that Dr. Dunsmoor is within his rights to go ahead with this without action on the part of the Executive Council. Mrs. Kirk stated that the Executive Council should extend to Dr. Dunsmoor their appreciation for his great assistance in this fund making endeavor.

B. Committees

1. Membership Committee. Leland McCormick, Assistant Membership Chairman, reported. He stated that the Membership Committee met on May 15 to discuss important problems related to membership functions of APGA. They were very encouraged by the membership status at the end of the fiscal year and feel that the outlook for 1963-64 will be one of positive movement ahead, membership wise. This growth will be obtained as a direct result of the promotional activities sponsored and carried out by the Divisions and by the organization as a whole. He stated that he sincerely encouraged the Division Presidents to give their Membership Chairman the kind of support that will allow the Membership Committee to do the kind of job that is so vitally important. He further stated that to encourage membership in APGA the APGA Membership Task Force plan was designed. The plan calls for letters to all life subscribers asking for their personal enrollment of one new member during the fiscal year. Dr. Leslie Carlin will be in charge of this.

2. Committee to Recommend an Editor. The Committee, under the Chairmanship of Dr. Dunsmoor, will be meeting in June to prepare recommendations to submit to the Council. It was decided that the Committee should come up with one name for submission to the Council, and this will be handled by mail vote. A Complete data sheet on the proposed person will be sent to the Council at the time of the voting.

3. Committee Relating to Conventions. Mr. Ashcraft, Chairman, reported and stated that this Committee is a result of the action from the last meeting of the Executive Council. The purpose is to provide continuity, keep aware of the important changes being made in society, and to try to build a solid Convention that will be meaningful to the group. Dr. Dugan and Dr. Hitchcock will work with Mr. Ashcraft on the membership of the Committee.

C. Division Presidents

1. American College Personnel Association. Dr. Trueblood stated that a Committee on Policy and Resolutions has been established to guide them relative to their interests and concerns regarding higher education. They have taken action to reorganize their Executive Council to lengthen their terms to three years. Their Executive Council has asked that Commission XII prepare a statement on training and this will be forthcoming in the next year or so. He further stated that the result of the ACPA self-study was a positive one. It is not, however, an issue that will ever be closed because the strength of ACPA is the diversity of the membership and the diversity of the membership will lead us into our role within APGA and other higher education groups. A meeting will be held in June, with other higher education groups, to discuss overall interests.

2. Association for Counselor Education and Supervision. Dr. Miller reported that ACES can anticipate continued growth this coming year. One of their continuing concerns has been the Journal development and attention is being given to developing a sound Divisional Journal. Another concern is getting more activity at the local level and they have been working to establish active regions of ACES. He stated that their major activity last year, and in the future, is the five year standards study. This coming year they are planning to have an exploratory evaluation with a few colleges throughout the country to see how this document will work and problems that arise.

3. National Vocational Guidance Association. Dr. Reed reported that their membership involvement project has moved ahead. The Anniversary Volume will be coming out some time this year. The Quarterly is over the hump and is moving ahead very well. Regarding membership, Dr. Reed stated that NVGA's possibilities are limitless in terms of some of the needs in our society at the present time. Mr. Ashcraft is Chairman of a subcommittee to look at NVGA's role in regard to preparation of standards.

4. Student Personnel Association for Teacher Education. Dr. Proff reported that they are planning to study their membership with the hope that by the San Francisco Convention will be able to bring some propositions to the membership. They are planning to study the directions SPATE might take in exploring with other professional groups whose interests are the same and to study the advisability of staying within APGA. He further stated that they have appointed a new editor for their Journal and also an editorial committee in an attempt to get the Journal off the ground.

5. American School Counselor Association. Mr. Benson stated that the role and function study preliminary draft will be published in the September issue of the Personnel and Guidance Journal for reaction and later for approval. Regarding membership, he has suggested that in the new application blank a statement relating to state certification be included. He further stated that meetings have been held to explore with interested groups some of the problems in regard to the "Private Trade and Correspondence Schools" leaflet. As a result of these meetings, a slightly different direction for the publication has been developed. They plan to publish two issues of their newsletter this year. He further stated that he is interested in exploring and developing more Divisional operations.

6. American Rehabilitation Counseling Association. Dr. Gellman reported that ARCA is small but active. He stated that they are working to strengthen their organization and have set up a procedure by which the vice chairmen of the various committees will become chairmen the following year. Also, they are planning to strengthen the committees by appointing new persons. They are working on their publications with the intent to strengthen their professional and significant quality. He further stated that a general problem is their relationship to the Rehabilitation Counseling Division of the National Rehabilitation Association.

The meeting recessed at 12:10 p.m. and resumed at 1:30 p.m.

D. Special Reports

1. 1964 Convention. Mr. Friedheim reported that the 1964 Convention Committee had

suggested that the theme of the 1964 Convention be, "Human Involvement: Gateway to the Future." It was moved by Mr. Benson and seconded by Mrs. Kirk that: The theme of the 1964 Convention be "Human Involvement: Gateway to the Future." Motion passed. Mr. Friedheim further stated that we will be utilizing the following hotels: Fairmont (Headquarters), St. Francis, Sir Francis Drake, Sheraton Palace, Mark Hopkins, plus some smaller hotels. Ten per cent of the cost of the meal functions are discounted from your meeting room charges. This means that we will have to firm out our meal functions in accordance with the number of rooms we are going to occupy for meetings. He further stated that this year we will have a shuttle bus service and 50¢ of the registration fee is designed to take care of this service.

a. Proposal to Raise Registration. Mr. Friedheim stated that we are proposing to raise the registration fee to: Advanced registration - \$6.50; Registration at Convention - \$8.00; Non-member - \$10.00. The \$2.50 registration for student members would remain the same. It was moved by Mr. Ashcraft and seconded by Dr. Proff that: We increase the registration fee to: Advanced registration - \$6.50; Registration at Convention - \$8.00; Non-member - \$10.00. Motion passed.

b. Program Changes. Mr. Friedheim stated that we would like to hold three additional general meetings in San Francisco. It was moved by Dr. Reed and seconded by Dr. Gellman that: The Executive Council approve the holding of three additional general meetings on Tuesday, Wednesday and Thursday at the San Francisco Convention. Motion passed.

Dr. Trueblood stated that he felt the APGA Executive Council should meet on Thursday and Friday instead of Friday and Saturday so that the Division executive groups could meet after the APGA Council. It was moved by Mr. Ashcraft and seconded by Mr. Benson that: The APGA Executive Council meet on Thursday evening and Friday so that Division executive groups and committees can meet on Saturday and Sunday. Motion passed.

Dr. Miller stated that the Presidents of the Divisions should know in advance where they will be staying at the Convention. Dr. Dugan stated that this could be printed in the advance program.

c. Resolution of Iowa Personnel and Guidance Association. Dr. Hitchcock presented the resolutions passed by the Iowa Personnel and Guidance Association concerning the sale of speeches at the Convention. He stated that these resolutions are based on lack of information. We ask each speaker for a copy of his speech at the present time, but it is just impossible to get all of them. He further stated that we have never held back any speech for the purpose of a further publication. It was moved by Dr. Proff and seconded by Mr. Ashcraft that: The Executive Council received with appreciation the resolution of the Iowa Personnel and Guidance Association and instructs the Executive Director to respond to that Organization in accordance with the practices and policies already governing the duplicating and sale of speeches. Motion passed.

2. Future Conventions. Dr. Dugan stated that a listing should be placed in the Journal or Guidepost giving the membership advanced information on APGA Conventions. Mr.

Benson stated that the membership should always know three years in advance of a Convention. Dr. Hitchcock stated that the Convention schedule is as follows: 1965 - Minneapolis; 1966 - Washington, D.C.; 1967 - Open by motion of the Executive Council for possibility of going to Dallas; 1968 - Midwest, Pittsburgh and Detroit are possibilities; 1969 - Seattle.

The meeting adjourned at 6:00 p.m.

Minutes of Second Session

May 18, 1963

Willis E. Dugan, Presiding

The meeting was called to order at 9:00 a.m. by President Dugan. Members in attendance were: Dr. Cottingham, Dr. Dunsmoor, Dr. Farwell, Mr. Ashcraft, Mr. Benson, Dr. Edson, Dr. Gellman, Dr. Hummel, Mrs. Kirk, Mr. McClary, Dr. Miller, Dr. Proff, Dr. Reed, Dr. Sinick, Dr. Trueblood and Dr. Hitchcock.

III. OLD BUSINESS

A. Recommendations of Publications Committee

Dr. Hitchcock called attention to the written list of recommendations that were presented to the April Executive Council by the Publications Committee and carried over for action by this Council. Dr. Dugan stated that he felt it would be a real buster to the Publications Committee if the Council was to review these items and either approve the entire thing or give special attention to certain recommendations. Dr. Farwell stated that he would like to under score item No. 4 which reads, "Give special attention to studies and policy recommendations regarding long-range and developmental publication matters of APGA and the Divisions." He stated that 78% of our budget is dependent on the dues dollar and we should get to the point of taking a look at reducing some of our dependence on this. One way to do this is a long-range publication policy that would commit us to some major publications. Dr. Dugan stated that we might have a regularly planned monograph series, leaflet series, etc. He further stated that the Committee is in the dark as to whether or not the Council would support something of this nature. Dr. Trueblood stated that the Publications Committee of APGA should be a Committee charged with overall policy matters regarding both APGA and Division publications. Dr. Farwell stated that this Committee is a standing committee and any change would have to go to the Senate for a Constitutional change. Dr. Cottingham stated that we should propose to the Publications Committee that: 1. The Publications Committee develop a series of broad policy statements as a guide for future plans and activities of this Committee. (This statement might cover such

items as long-range objectives, short term goals, relationships with APGA Journal matters, guidelines for future action, relationship with Divisional publications, source of manuscript material, supervision of actual publications, relationship with other professional groups, i.e., APGA NEA, ACE.) 2. The Publications Committee propose an APGA publication program design which would set forth in clear terms a comprehensive long-range program of publications. (This could include such items as types of publications needed, i.e., yearbook, monograph, pamphlets, and/or leaflets, priority of need, frequency of issue, primary purpose of publication, and relationship with Divisional publication programs.) 3. The Publications Committee propose a specific plan of action which will implement the APGA publication program design. (This ~~might include~~ ~~the~~ ~~recom-~~ ~~mendations~~ ~~as~~ to time schedule, priority of publication, authorship, areas of emphasis, and similar concerns.) 4. The Publications Committee examine the feasibility of changing the present policy of Divisional sponsorship of journals. (This might include the possibility of joint Divisional sponsorship of a single journal. For example, what advantages might accrue from SPATE and ACPA issuing a joint journal?) Dr. Gellman stated that two points are important: 1. The definition of audience be non-restricted. 2. We plan to set up an ad hoc Publications Committee, seven or eight persons, by having one representative from each Division function as the working committee to implement this charge and that these people be appointed for a three year period or a staggered term. It was moved by Dr. Gellman that: We continue with the Committee as presently formed and authorize a meeting of the chairmen, and the other than editor membership of the Committee, for a work committee and authorize a workshop for the editors at a separate time. Motion dropped for want of a second. It was moved by Dr. Gellman and seconded by Dr. Proff that: The Executive Council reiterate their support of the Constitution provision relative to the Publications Committee and further interpret that this include overall policy responsibilities for all journals and other publications of APGA and to commend the Publications Committee for their thorough report of recommendations and suggestions. Motion passed.

It was moved by Dr. Miller and seconded by Mr. Benson that: We authorize and instruct the Publications Committee, in the interest of efficiency, to function as two subcommittees with one concern being special consideration of the common interests of the editors of the Division journals through the possibility of a workshop, and the other concern with wide range policy affecting all publications of APGA and Divisions. Motion passed.

Dr. Dugan stated that the report of the Committee meeting this summer should be sent to the Executive Council and also any items requiring action. It was moved by Dr. Miller and seconded by Dr. Gellman that: A vote of confidence be given to Dr. Cottingham to relay the Council's discussion to the Publications Committee and that his statement be typed up as a general guideline for the Publications Committee. Motion passed.

It was moved by Dr. Gellman and seconded by Mrs. Kirk that: A formal communication be sent to each Division by the Executive Director regarding publication plans for the present and future year, and where material is available for publication, that steps be taken to see that it is utilized. Motion passed.

It was agreed by the Executive Council that the matter regarding Constitutional change be held until the next Executive Council meeting.

B. Recommendations of the Research Awards Committee

Dr. Hitchcock presented the recommendations to the Council. Mrs. Kirk suggested that we appoint a committee of the Executive Council to review not only their recommendations but other aspects of the Committee, such as membership on the Committee, area and scope of Committee and a number of other general policy matters. Dr. Cottingham asked if there was any kind of policy statement on the operation, mechanics, etc. of this Committee. Mr. Benson stated that we need a statement for every standing committee and the President should encourage this. It was suggested by the Executive Director that under items No. 1 and No. 2 the sentences concerning APGA paying the expense of the awardees be omitted. It was moved by Mr. Ashcraft and seconded by Dr. Miller that: The Executive Council accept recommendations No. 1 and 2 with the modifications made by the Executive Director. Motion passed. The recommendations read as follows:

1. Contributions of a long-term nature to research in the personnel and guidance area. This award would be made to an APGA member who by virtue of continued and sustained contributions over a period of years has advanced the body of knowledge underlying the practice of personnel work and guidance. (Cf. American Psychological Association Distinguished Scientific Contribution Awards, Am. Psychol. 1960, 15, p. 789.) It is the hope of the Committee that the award can be made annually. However, in view of the possibility that clearly acceptable recipients may not emerge easily, we recommend that the award not be publicly announced as an annual award. This award shall be designated as the APGA Distinguished Research Career Award.

2. Contributions made within any one year. The purpose of these awards would be to recognize single studies that are significant because of their unique contribution, opening of a new area of research, integration of knowledge, or exceptional design and analysis. It is expected that these awards will recognize persons who show promise of continued productivity and the persons who make an occasional significant contribution but are not necessarily engaged in full-time research productivity. In cases of multiple authorship, the authors will designate the person to accept the scroll. The procedure for selection would be similar to the present Committee procedure. It should be understood that in a given year either no award or several might be voted. In case of an honorable mention award, no expenses will be paid. This award shall be designated as the APGA Research Award.

2. That the Research Awards be restricted to contributions of a research or theoretical nature. Theoretical in this sense refers to integration of knowledge that is anchored in data. Publications of a non-research nature should be recognized but this should be through the Divisional structure.

Dr. Hitchcock read recommendation No. 3 as follows:

That the task of evaluating research papers to be read at the Convention become a duty of another standing committee with continuity of membership. The Research Awards Committee originally instituted paper reading sessions to encourage research among the APGA members. The paper reading sessions have now become an accepted part of the Convention program - 56 papers were submitted this year - and the selection of papers to

be read should be coordinated with the planning of the rest of the program. However, the freedom provided in the "call for research papers" should be maintained so that individuals with a good twenty minute "research" paper have access to a Convention program.

Mrs. Kirk stated that this is really a referral to the Program Committee rather than an operating standing committee. Dr. Trueblood stated that he would like for each Division to decide how much research they are going to put out. Dr. Hitchcock stated that the papers are sent to the Headquarters and then sent to the Research Awards Committee. Dr. Trueblood stated that we should ask that three copies of a paper be sent, one for Archives, one for Research Awards Committee, and one for Division. Mrs. Kirk suggested that the President appoint a Committee of one to assume the responsibility of routing the papers. It was moved by Dr. Miller that: Table recommendation No. 3 and ask the Committee to submit a more specific recommendation. Motion dropped for want of a second. It was the consensus that the Executive Director be responsible for relaying to the Chairman of the Research Awards Committee the Executive Council discussion regarding this recommendation.

Dr. Hitchcock read recommendation No. 4 as follows:

That the Divisions of APGA recognize significant publications of pertinence to its Division, e.g., reports of new programs, outstanding books, articles dealing with philosophical issues. Each Division would set its own standards for recognition and have their own selection procedure.

It was the consensus that this be approved as a suggestion.

Dr. Hitchcock read recommendation No. 5 as follows:

That the membership be encouraged to submit nominations for the Research Awards but that the Research Awards Committee make the final selection. Because of the variety of interests of APGA members and the large number of publication outlets it is impossible for a single committee to cover adequately all possible publications. Encouraging the membership to nominate significant publications would increase the adequacy of sampling especially for publications with a limited distribution. This could best be done by insertion of a notion in the Personnel and Guidance Journal or Guideposts.

Mrs. Kirk stated that this needed more study and she suggested that this recommendation be related to the question of policy guidelines for the Committee.

Dr. Hitchcock read recommendation No. 6 as follows:

That APGA appropriate the necessary funds so that a subcommittee of the Research Awards Committee could meet each year to make the final selection of the award winners and review Committee procedure. This procedure worked very successfully this year.

It was moved by Mrs. Kirk and seconded by Mr. Benson that: Consideration of Recommendation No. 6 be deferred and related to the question of policy guidelines for the Committee. Discussion followed. An amendment to the motion was proposed by Dr. Trueblood that: Ask for suggestions from the Chairman on how this can be done. Amendment

accepted by seconder and maker. Motion passed.

It was moved by Dr. Gellman and seconded by Dr. Reed that: The Research Awards Committee consider the creation of a research award for research material which was published give or ten years from the date of the annual meeting and that the award be given to research papers that have been fruitful in generating further research. Motion passed.

C. Recommendation of Special Committee of the Placement Committee.

Dr. Hitchcock stated that the special committee of the APGA Placement Committee, after consideration of the USES offer to man the Placement Center at the National Convention, recommends to the Executive Council that the offer be declined. It was moved by Dr. Proff and seconded by Mrs. Kirk that: The recommendation be accepted and the USES offer be declined. Motion passed. (The Executive Director is instructed to follow through with the declining of the invitation.)

D. Women in Counseling

Dr. Hitchcock stated that this commission was passed by a previous Executive Council and its emphasis is not so much on recruiting as on providing literature showing the need for more women in counseling. He further stated that we have budgeted for \$500 for a meeting. Mr. Ashcraft stated that Mrs. Edith Doi would be a good person to serve on the commission. It was moved by Mrs. Kirk and seconded by Dr. Reed that: Authorization be given to the President to appoint the Committee to work on this matter. Motion passed.

E. Institute of International Education Conference

Dr. Hitchcock stated that APGA has been invited to send a representative to the Institute of International Education Conference to be held in February. Dr. Trueblood stated that ACPA will probably have a representative also. It was moved by Dr. Gellman and seconded by Dr. Miller that: APGA have representation at the Institute of International Education Conference. Motion passed.

F. Asia Foundation Grant I

Dr. Hitchcock stated that he has met with the representative of the Asia Foundation regarding the possibility of changing Grant I. Under this new arrangement, there would be the same kind of fee for all persons and we would concentrate on foreign students in the U.S. It was moved by Dr. Miller and seconded by Mrs. Kirk that: Authorization is given to proceed with the Asia Foundation on a new agreement relating to Grant I and with the International Relations Committee. Motion passed.

G. Hawaii Invitation

Dr. Dugan stated that the Hawaii APGA Branch has annually held a two day Conference and have scheduled their next conference on the Monday and Tuesday following our Convention. It is their desire to invite the main land members to attend their conference. We are going to give them publicity in the Guidepost. It was moved by Dr. Gellman and seconded by

Dr. Hummel that: The Executive Council congratulates the Hawaii Branch on the development of their Conference and that we support the interest of our entire membership in the post Conference following our Convention in 1964. Motion passed.

IV. NEW BUSINESS

A. Nominations from Personnel and Guidance Journal Editorial Board of replacements for Drs. Hoyt and Super

Dr. Hitchcock presented the list of persons recommended by the Editorial Board for possible replacement of Drs. Hoyt and Super: Henry Borow, Leo Goldman, Robert Mathewson, Edward C. Roeber, J. Seaman, Albert Thompson. The Executive Council voted by secret ballot. Dr. Roeber and Dr. Goldman were suggested as the replacements on the Editorial Board as a result of the balloting.

B. Extension of Nancy C. Wimmer Award for Five Years

Dr. Hitchcock stated that the supporters of the Award would like to continue the Award with the same conditions as in the past. It was moved by Mr. Benson and seconded by Dr. Proff that: The Executive Council recommends ~~the~~ five year extension of the Nancy C. Wimmer Award under the previous conditions of support. Motion passed.

C. Programming for 1964 Senate

1. Professional Preparation and Standards Committee Report. Dr. Hitchcock stated that this will be brought up for action at the third meeting of the Senate in San Francisco.

2. ASCA Study. Mr. Benson stated that they are planning to have several meetings to discuss the statement and it will come out for approval of the membership after several revisions. He stated concern relative to the fact that the statement has to come to the Senate of APGA for approval.

3. ACES Standards Study. Dr. Miller stated that in San Francisco they are going to recommend that their statement be adopted for an experimental period. He further stated that it should not be necessary to ask the APGA Senate for approval of an experimental run.

It was moved by Mrs. Kirk that: The Executive Council requests that the Divisional standards study and statement be submitted to the overall APGA Professional Preparation and Standards Committee for review in terms of consistency with the overall APGA policy and that such statements be presented to the Executive Council for their information. Motion dropped for want of a second.

It was moved by Dr. Hummel and seconded by Mr. McClary that: The Executive Council adopt the first sentence of recommendation No. 4 of the Professional Preparation and Standards Committee that reads, "Division policy statements and standards relative to the preparation, competence, and role of personnel and guidance workers should be reviewed by

the PPS Committee which should then forward them with its recommendations to the Executive Council." Discussion followed. An amendment to the motion was proposed by Mr. Ashcraft and seconded by Mr. McClary that: Change "should be reviewed" and "should be forward" to "shall be reviewed" and "shall then forward." Amendment accepted by maker and seconder of motion. Dr. Dugan called for a vote on the motion with the change reflected by the amendment. Motion passed.

Dr. Dugan stated that this motion should be called to the attention of every Division Committee that is working on some form of standards. It was the consensus of the Council that we should not force any issues before the Senate by even implying that the SCA and ACES study are automatically on the docket of the Senate. If the Executive Council decides that a statement or statements should come before the Senate, will so do at that time.

D. Recommendations of Committee on Branches

Dr. Hitchcock called attention to the written recommendations of the Committee on Branches. He reviewed the recommendations of the Long Range Advisory Committee regarding the development of a state branch and stated that Michigan has requested that the pilot run be made in their state. Before a pilot run can be made, authorization is needed from the Executive Council. It was moved by Dr. Dunsmoor and seconded by Dr. Proff that: The Executive Council authorize the Michigan pilot project on the formulation of a state branch along the lines generally recommended by the Long Range Advisory Committee. Motion passed.

It was moved by Dr. Miller and seconded by Mr. McClary that: The Executive Council encourage Dr. Hollis and the Committee on Branches to work cooperatively with any state branches who are attempting to work along the lines developed by the Long Range Advisory Committee. Motion defeated.

It was moved by Dr. Trueblood and seconded by Dr. Cottingham that: The Executive Council accept the recommendations of the 1963-64 Committee on Branches as described under item No. 3. Motion passed. Item No. 3 reads as follows:

1. The Committee should meet for a two-day session in Cleveland during the summer of 1963.
2. A request is made of the APGA Executive Council to establish a budget sufficient to have the Committee meet in Cleveland twice, publish regularly the bulletin by Branch Coordinator, correspond with Branch officers, make survey of Branches and publish any new guidelines for distribution to Branches.
3. A portion of the Guidepost be devoted each issue to a report of progress of the Committee.
4. The Committee approach the topic of reorganization of Branch structure in light of suggestions from the two Branch meetings at Boston Convention rather than limiting itself to emergency action.

E. Recommendations of the Professional Preparation and Standards Committee

It was moved by Dr. Miller and seconded by Dr. Proff that: The Executive Council adopt the recommendations of the Professional Preparation and Standards Committee. Discussion followed. Mrs. Kirk asked if the April 1966 date for the rotation of the NVGA and ACPA members meant that their present members stay on until 1966. Dr. Hitchcock said yes. Motion passed.

F. Completion of New Committees

Dr. Trueblood stated that he didn't see the need for a senior teller. It was the Consensus of the Council that the Headquarters would handle the nomination counting and report to the Nominations Chairman of each Division and on the movement to IBM operation, that we preserve the principle of the representative of the Division overseeing the count of the election ballots for that particular Division.

Dr. Trueblood stated that he would like for some way to be devised to get election completed by January 1. He suggested that we send the final ballot out December 1 for return by January 1. It was the consensus of the Council that they will leave it to the Executive Committee through the Nominations Committee to work out the unrealistic deadlines realistically set.

G. Proposal from Dr. Joseph Cohen

Dr. Hitchcock stated that Dr. Joseph Cohen is Director of the Inter-University Committee on the Superior Student, a project that has in effect for about five years at the college level. Dr. Cohen is asking for APGA support to the extent of \$50. Dr. Trueblood stated that this should be referred to ACPA. It was agreed that Dr. Hitchcock would write to Dr. Cohen asking him to get in touch with Dr. Trueblood.

H. Around the World Travel Study Program

Dr. Hitchcock stated that this would be a around the world trip for the purpose of studying guidance procedures throughout the world and would be headed by Dr. Leslie Carlin. It was agreed to note that the Executive Council received the proposal and it was discussed.

I. Budget

Dr. Farwell asked the members of the Council to make a change in the budget by adding in the subsidies for ACES, ARCA, and SPATE. Dr. Trueblood stated that the Publications Committee should look at this kind of audience journal more than Divisional journals. We might develop three first-class journals instead of only one first-class Journal of APGA. We should take a look at the concept of developing journals for specific audiences. Dr. Gellman suggested that we relay this to the Publications Committee and ask for their examination of it. It was moved by Mr. Ashcraft and seconded by Mrs. Kirk that: Executive Council accept the Budget. Discussion followed. Dr. Dunsmoor asked if the budget is in the form that will be published in the Guidepost. Dr. Hitchcock stated that

the budget is published by main headings only along with an explanation of the meaning of it. Dr. Farwell stated that he would not like to see the fact that we have a deficit used as a selling point for life subscriptions. He further stated in the explanation there needs to be stated the change in terms of the planning of the budget. Dr. Dugan called for a vote on the motion. Motion passed.

It was moved by Dr. Trueblood and seconded by Dr. Proff that: The Executive Council goes on record as favoring a budgetary principle of absorbing fixed Divisional operation cost into the overall APGA budget as soon as feasible. Motion passed with ARCA opposed.

J. Special Committee on Tests and Test Usage

Dr. Reed, Chairman, presented the resolution prepared by the Committee as follows:

Whereas, The appraisal of individual talent at all levels through the use of tests, inventories, and other instruments, is deemed essential by the Guidance and Personnel Profession for helping the individual in his educational, vocational, and personal development, and to assist in making available to society an adequate and well trained labor force; and

Whereas, There is currently being propagated in many sections of the country seemingly in a coordinated or planned program much unjustified and invidious criticism of the use of tests and other assessment tools used by Personnel and Guidance workers and others (this often takes the form of incomplete information, misrepresentation, and distortion of the facts, use of the information out of context, or implying that a single ill advised use is representative of general practice); and

Whereas, This criticism is creating an unfavorable public image of the use of tests and of the Personnel and Guidance Profession; therefore,

RESOLVED, That the Presidents and/or designates of the following Associations should be invited by the President of the American Personnel and Guidance Association to meet at the national level before the end of June to consider the problem and to formulate plans for dealing with the situation: Appropriate Divisions of APA, Elementary Principals Association, Secondary Principals Association, American Association of School Administrators, Junior College Association, Directors of College Counseling Centers, U.S. Office of Education, State Supervisors of Guidance, Parents, Teachers Association, National Education Association. The course of action taken by the proposed strategy committee should probably be directed toward the public education nature of the problem and to supplement other efforts of a technical and professional nature.

Dr. Gellman stated that the President should be allowed to designate any other groups that he thinks should be included. Dr. Cottingham asked if it would be better for us to take the leadership role and Dr. Hitchcock said yes. Dr. Hitchcock stated that the Russell Sage Foundation is going to ask APGA to prepare with them a study of the utilization of tests by counselors at various levels. Dr. Trueblood stated that it might be wise to wait until we hear from the Russell Sage Foundation. He further stated that the Callis paper may well be a paper that the states can accept. Mrs. Kirk suggested having a very informal discussion

with a few key associations before having a formal meeting. Dr. Dugan stated that the resolution states the nature of the problem and the background, but it might be modified after "resolved." He further stated that he would like to leave it to the Executive Director to decide what should be done after "resolved." Mr. Benson stated that we should have something by the fall. Dr. Trueblood was wondering if Dr. Callis could have it ready, the paper, by this fall. It was moved by Dr. Reed and seconded by Dr. Gellman that: The President appoint a Committee of representatives from the Divisions of APGA, within this area, to meet within the next four to six weeks to explore the problem, within the framework of the resolution, with the thought of both immediate action steps and long-range planning. Motion passed.

K. Other

Dr. Trueblood stated that we should take a look at the APGA Division structure. Dr. Hitchcock suggested a committee to recommend the procedures for forming a Division. Dr. Cottingham suggested a criteria ~~by~~ prepared stating the requirements that have to be met in order to become a Division of APGA. It was moved by Dr. Gellman and seconded by Mrs. Kirk that: The President appoint a small ad hoc committee of knowledgeable people to study the dimensions, criteria and procedures by which Divisions are formed as a part of APGA. Motion passed.

Dr. Miller stated that our membership is not aware of our Ethics Committee and the importance of it. It was moved by Dr. Miller and seconded by Mr. Benson that: We change the name of the Ethics Committee to the Ethical Practices Committee and that we publicize through the Journal the purpose and functions of that Committee. Motion passed.

Dr. Miller stated that with the general increase in court cases of professional people over mall practices that we might be heading for some serious times in the years ahead. It was moved by Dr. Miller and seconded by Mrs. Kirk that: We ask our Insurance Committee to investigate the point of providing a group insurance to protect our members against mall suites. Motion passed.

Dr. Farwell stated that we need to appoint a committee from the Executive Council or Long Range Advisory Committee to prepare a ten year professional projection. This has to be done before we can do anything else in terms of a fiscal projection. Mr. Benson suggested that it would be good if Dr. Farwell were to meet with the Long Range Advisory Committee.

It was moved by Mr. McClary that: The members of the Executive Council express their gratitude to the staff of the APGA Headquarters for their careful attention to arrangements, hospitality and the extra time they have devoted to help the Council members. Motion was seconded by all members of the Council and passed thereby.

Dr. Miller stated that he would like to go on record as voicing concern that we continue to keep the personal touch when dealing with our members instead of a cold blocked mechanical procedure.

The meeting adjourned at 3:20 p.m.