

AMERICAN PERSONNEL AND GUIDANCE ASSOCIATION

1958 - 1959 EXECUTIVE COUNCIL

Meeting, October 19, 20, 1958

Minutes of First Session, October 19

Walter F. Johnson, Jr., Presiding

I. CALL TO ORDER

The meeting was called to order at 9:15 a.m. by President Walter F. Johnson, Jr., in the Hotel Cleveland, Cleveland, Ohio, October 19, 1958. Members in attendance were: Dr. Arbuckle, Dr. Callis, Dr. Cottle, Mr. Dillenbeck, Dr. DiMichael, Dr. Fletcher, Dr. Hopwood, Dr. Kelso, Miss Northrup, Dr. Ohlsen, Dr. Peters, Dr. Roeber, Dr. Wahlquist, Dr. Williams, Dr. Hitchcock, and Mr. Lescalleet.

II. ACTION ON MINUTES OF LAST COUNCIL MEETINGS

It was moved by Dr. Kelso and seconded by Dr. DiMichael that: The minutes of the Executive Council meetings of March 29 through April 4, 1958, be approved as presented. Motion passed.

III. REPORTS OF OFFICERS AND STANDING COMMITTEES

A. Officers

1. Treasurer: Dean Hopwood presented the Treasurer's Report. She interpreted some of the items and the general overall picture. She called attention to a likely deficit at the end of the year in view of the fact that several items already show an overage with five and one-half months to go. These items now amount to approximately \$1,600.00. Relative to the anticipated income from memberships, the question was asked by Dr. Roeber whether or not Life Subscribers were included in the anticipated 10,300 memberships and it was reported that they were not included in this figure.

Questions were raised regarding the deficit from last year and the further anticipated deficits for this year. It was pointed out that the deficit for last year was \$14,000.00 and the point was made that although a deficit would probably have to be anticipated for this year, nevertheless the aim must definitely be to have it less than last year. In this connection, consideration was given to an increase in dues in order further to decrease the deficit and eventually to reach the point of a balanced budget.

Mention was made of the fact that with the growth in substance and influence of APGA, a foundation has indicated some possible interest in helping on the annual income as has been done for similar associations over periods of three to five years.

It was moved by Mr. Dillenbeck and seconded by Dr. Arbuckle that: The Treasurer's Report be accepted. Motion passed.

2. Executive Director. The items in the Executive Director's report were reviewed. In the first item on membership there was pointed out that the increase in membership this year over last year appears to be holding at approximately 1,200.

The question of an industrial endowment was raised. This is the idea that industrial concerns be approached to request grants from them of approximately \$5,000.00 each from about fifty concerns to endeavor to build up a substantial endowment over the period of the next five years. Under office personnel the matter of health insurance was raised. Mr. Lescalleet explained the situation in which the office personnel now hold Blue Cross and Blue Shield group health insurance at their own expense and that the employees had been concerned to obtain a better coverage. In view of the fact that this might involve eventual participation by the Association the question was brought to the Executive Council. It was stated that only one insurance company had a plan that would be suitable. This would involve normal health insurance, surgical benefits, disaster illness, and life insurance. President Johnson appointed a sub-committee of Dr. Kelso and Dr. Williams to study this and make recommendations to the Council under the appropriate heading for action.

Relative to personnel and operations, the problem of machine records was raised and Mr. Lescalleet presented reports on the surveys that had been made of the machine records situation. President Johnson appointed a sub-committee of Dr. Callis, Dr. Fletcher and Dr. Wahlquist to study the various problems and proposals and prepare a recommendation for the Executive Council.

The Newsletter authorized earlier by the Executive Council was mentioned. It is now possible to bring out the first Newsletter because there can be \$200.00 of financing by the Convention which will take the place of a normal postal card mailing that would cost more than double this amount for the Convention, and SRA would carry part of the bill for the announcement of the Nancy Wimmer Award.

The next item concerned the Journal. The Council was advised that a sub-committee had been appointed to study the advisability of an increase in the Journal rate and that this Committee would present its recommendation later. The members were apprised of the possibility of some increase in cost due to the probability of a larger printing.

The Council members were advised that the term of office of Dr. Samler expires April 30, 1960, and that an Editor should be appointed one year in advance. Dr. Samler had originally filled an unexpired term and then had been appointed to a full three-year term. Therefore,

the question involved is whether or not the Council wishes to appoint Dr. Samler for a second three-year term. If not, then a successor should be sought between this time and the time of the Executive Council meeting in the spring.

Under membership matters, there was a report on the change that is being made in the billing operation for dues by which the new bill will show the member the actual amount that he owes; this is already being tried on an experimental basis. Further changes in the billing operation will involve a system of follow-ups from carbon copies and will be tied in with whatever change is made in the machine records operation.

Attention was invited to the requests that have been received from foreign members, other than those under the ICA contract, for membership certificates to hang on the wall, and similar requests have been received from some members within the United States.

Several activities for consideration were pointed out. The first related to the roles of student personnel workers in which the National Institute of Mental Health has an interest from the mental health point of view. It was stated that there is interest in APGA assuming a leadership role in this problem and it was requested that authorization be granted to continue these discussions with a view to seeing whether or not a suitable project can be developed.

As a matter of the improvement of guidance, counseling, and testing, a report was made on the Ann Arbor conference and implications from that. It was stated that there is possible interest in a national conference on quality and implementation of counseling, guidance, and testing, interest in the possible project in the education of counselors, and the advisability of disseminating to the members of APGA both the report from this conference and a workable reference manual on the current educational legislation.

It was reported that there appeared to be some foundation interest in moving ahead into college personnel services and that ACPA was considering the possibility of a major project in the realm of a series of publications on college personnel services. Attention was brought to the apparent growing interest in a research clearing center for information on guidance.

A long range policy committee for APGA was discussed in terms of which past Presidents would form the main part of such a committee with the possible addition of other persons for the purpose of looking at APGA continually with considerations for the future. It was moved by Dr. Peters and seconded by Dr. Williams that: The Report of the Executive Director be accepted. Motion passed.

Following adjournment at 12:30 and reconvening at 1:45, the Council went into the consideration of reports of standing committees.

B. Standing Committees

1. Convention and Program Committees. The report of the Convention Committee was postponed until evening but it is reported here for continuity.

Dr. Nosal presented his report as Convention Coordinator. He related the over-all planning.

It was reported that the Convention group in Cleveland wishes to have the theme Community Planning for Human Development. It was moved by Dr. DiMichael and seconded by Dr. Callis that: The Council approves this theme. Motion passed.

The budget for the Convention was presented showing a total income of \$30,800.00 and total expenses of \$22,900.00. It was moved by Dr. Hopwood and seconded by Dr. Roeber that: The Budget of the Convention be approved. Motion passed.

In presenting the information about the actual program, Dr. Leech brought attention to the present practice that no Divisional content meetings are held at the same time as Delegate Assemblies or Business Meetings of the Division. He recommended that in the future, consideration be given to holding all Delegate Assemblies and business meetings of all Divisions at the same time.

He stated that the present plans call for 97 content meetings but that there are more meetings needed from all Divisions. He commented on the Monday afternoon and Thursday morning programs as not being as strong as desired. Following discussion on this point, it was moved by Dr. Callis and seconded by Dr. Roeber that: The Council recommends to the Convention Program and Division Program Chairmen that greater strength should be placed in the Monday afternoon and Thursday morning programs. Motion passed.

Dr. Leech suggested that in the future Divisional program people should meet together for more over all planning from a Divisional standpoint. This suggestion was received favorably by the Council and will be recommended to later program groups.

The question was raised by Dr. Callis of the possibility of mailing the final program instead of the preliminary program. Dr. Leech pointed out that this is not possible because of timing difficulties but that this year the program highlights will not be used in the same way as last year, a situation that had created some misunderstanding.

Dr. Johnson expressed to Dr. Nosal and Dr. Leech the appreciation of the Council for the great work that the Cleveland Convention and Program groups are carrying out.

2. Credentials Committee. The Report of the Credentials Committee was presented.

3. Finance Committee. In the report of the Finance Committee, it was stated that the first meeting, an organization and orientation meeting, will probably be held on October 26th. It was suggested by the Council that the Committee concern itself with problems of long range planning as well as studies of the financial status of the Association and that in this connection, the Committee should analyze the reports on the financial status of the Association.

4. International Relations Committee. In the report of the International Relations Committee, it was added that the Asia Foundation has granted the Association \$2,000.00 to bring Asian nationals to the Convention. These are professional and graduate students who are in this country. This program is to be handled by Dr. Dorothy Lipp.

Dr. Fletcher raised a question about the kind of students who are brought to this country for study. He pointed out that this involves some problems of initial selection of such students and he suggested that this might become a matter of concern for the International Relations Committee in collaboration with the National Association of Foreign Student Advisors.

It was moved by Dr. Callis and seconded by Dr. Cottle that: The International Relations Committee be requested to study and review screening of foreign students who are being sent to the U.S.A. and make recommendations as to whether APGA should enter into this program, and that in this process there should be contact with the National Association of Foreign Student Advisors. Motion passed.

The statement of the objectives and program of the APGA International Relations Committee was brought to attention. It was moved by Dr. Callis and seconded by Dr. Ohlsen that: This statement of the objectives and program of the APGA International Relations Committee be accepted. Motion passed.

5. Membership Committee. In the report of the Membership Committee, Dr. Callis raised the question of a definite attempt to provide greater continuity in the membership and management of the Membership Committee. Dr. Callis pointed out the importance of possibly continuing a particularly able chairman for more than one year and generally following the policy of having persons work on the Committee for an extended length of time. Dr. Fletcher commented that this procedure can not be a generalization because of specific situations in which this would not be advisable.

The problem was raised about the communication with persons engaged in the education of counselors in universities encouraging them to obtain memberships and supplying them with adequate material for this. It was moved by Dr. Callis and seconded by Dr. Roeber that: A regularized procedure be set up whereby professors concerned in the education of counselors and other student personnel workers be given membership forms to give to graduate students. Motion passed.

Dr. Cottle pointed out that there should be a concerted membership drive each year in the area of the Convention, with such area to be construed rather broadly and not confined simply to the state in which the Convention is held.

6. Nominations Committee. The slate of officers presented by the Nominations Committee was reviewed by the members of the Council. It was suggested that on the ballot the number of the Division be indicated as prominently as the Division name. It was also suggested that persons who are not eligible for nominations should be so indicated at the time the nominations ballot is sent out.

There was some discussion of the advisability of listing only two candidates for any one position but no action was taken on this point.

7. Publications Committee. Dr. Hopwood suggested that a sub-committee be appointed to review the report of the Publications Committee and report back recommendations to the Council. President Johnson appointed Dr. Peters and Dr. Cottle as the two members of that sub-committee.

8. Public Relations Committee. It was reported that there has been no action by this Committee thus far but that a meeting is being set up now. The Committee has some difficulty in being sure of its work for this year but they do have at least one project, namely the in-completed work on the recommendations regarding radio and television.

9. Research Awards Committee. President Johnson reported that the work of the Committee was progressing well. Dr. Fletcher suggested that the certificates be ready for award at the time of the Convention or immediately afterward.

It was moved by Dr. Fletcher and seconded by Dr. Roeber that: The reports of the Standing Committees be accepted. Motion passed.

C. American Board on Professional Standards in Vocational Counseling

It was reported that the Board has completed a very heavy program of work in bringing out the new Directory. Questions were raised regarding the financing of the Board and it was reported that APGA is carrying a substantial charge against the Board but that the \$1,000.00 subsidy has not yet been advanced to the Board.

It was moved by Mr. Dillenbeck and seconded by Dr. DiMichael that: The Executive Council goes on record as thanking the Board for submitting the voluntary report. Motion passed.

D. Divisional Officers

Reports were presented by each of the Division Presidents on the activities and concerns of the Divisions. These reports are attached as Appendix A.

IV. REPORTS OF SPECIAL COMMITTEES

A. Building Fund

The report of the Personnel and Guidance Advancement Program and the report of the Building Commission were presented. It was moved by Dr. Ohlsen and seconded by Dr. Roeber that: These reports be accepted. Motion passed.

B. Constitution Committee

It was decided that since the Constitution Committee had not had sufficient opportunity to perfect the wording of the amendments, that the Council would be concerned only with the content. In this setting suggestions were presented for the Constitution Committee, and the suggestions follow.

Husband-wife membership. It should be made clear that the husband and wife do not need to belong to the same Division. Dues for the husband-wife combination be stated as a proportionate amount such as an additional one-half for the second member of the husband-wife combination.

On honorary membership it was decided that the recommendations for honorary membership should come from the Council and that Divisions can recommend names to the Council. The amendments should be written up in terms of there being a classification of honorary membership and this signifies that election to such membership is made possible by action of the Council.

The matter of dropping from membership for ethical reasons was deemed to be advisable and it was felt that the actual wording should be left for the lawyer to review.

The position of Treasurer-Elect was noted and the fact that according to the timing of the Constitutional revision this position would become effective May 1, 1960.

The reduced membership dues for enlisted members of the armed forces was considered but it was decided that it would be better to have a statement to the effect that special arrangements regarding membership dues may be made by the Executive Council. In this setting it was felt that the Assembly, on recommendation of the Executive Council, might arrange for special rates for particular memberships such as those stated above.

It was considered that the Executive Council can approve special rates for membership and dues. It was suggested that delinquent members might possibly be fined.

Dr. Callis recommended that the Constitution Committee restudy the entire Constitution with a view to creating statements that are more general, that are not in detail, and that therefore do not become subject to revision so frequently.

It was stated that the content of the Council's reactions would be transmitted to the Constitution Committee.

It was stated that the Personnel and Guidance Journal should carry information about any raise in dues that may be presented at the Assembly.

It was moved by Dr. Callis and seconded by Dr. Northrup that: The Council accepts the report of the Constitution Committee with the suggestion that it be revised to allow for more compactness and fewer specific items and permitting simplicity so that future amendments are minimized. Motion passed.

C. Committee on Preparation of Ethical Standards

It was pointed out that the present report of the Committee on the Preparation of Ethical Standards is a tentative one. It is not final and the Committee intends to continue seeking discussion among Branches and at the Convention. It was decided by consensus that the Council members should study the code as presented and communicate their reactions very soon directly with Chairman Cummings. It is anticipated that acceptance of a report in the 1959 Assembly will not be final; it should be expected that reviews and revisions will continue for several years and a committee should be established to achieve this after the present committee has completed its work. It was moved by Dr. Ohlsen and seconded by Dr. Peters that: The report be accepted. Motion passed.

D. Committee on Guidance, Counseling and Minority Group Problems

The Committee has been formed with Dr. Wilkins as Chairman. The Committee is going to study the role of APGA in minority group situations but it does not have any action to report at this time. The composition of the Committee was reviewed and it was suggested that the Committee, for balance, should have more non-minority group representatives. It was further suggested that the Committee be fully acquainted with the work of the President's Committee on Government Contracts and APGA's relationship to this. It was moved by Mr. Dillenbeck and seconded by Dr. Hopwood that: The report of the Committee be accepted. Motion passed.

E. Placement Committee

Three particular points of the Placement Committee were brought to attention. The first is the desire of the Placement Committee to create a brochure on placement; the second is the work that the Committee is doing to bring out a Placement Service Bulletin on summer placement; the third is the desire of the Placement Committee for more help on placement in the Central Office. It was moved by Dr. Ohlsen and seconded by Dr. Peters that: The report of the Committee be accepted. Motion passed.

F. Committee on Professional Training, Licensing and Certification

The nature of the coordination function of this Committee this year was pointed out. It was moved by Dr. DiMichael and seconded by Dr. Cottle that: The report of the Committee be accepted. Motion passed.

G. Resolutions Committee

There was no report from the Resolutions Committee because its work is confined largely to the time of the Convention.

H. Yearbook Committee

The Yearbook Committee was reported as having completed its work and it was stated that the yearbook of the National Society for the Study of Education, edited and written by APGA, will be published in January 1959. It was moved by Dr. Callis and seconded by Dr. Cottle that: The present Yearbook Committee, from its experience, prepare recommendations for the publication Committee on the future of APGA yearbook projects, said recommendations with any changes and addenda by the Publications Committee are to be submitted to the Executive Council. Motion passed.

I. Archivist

The archives work from the past has not yet been completed but Dr. Jones expects to continue his work during this year. His term of office expires in 1960. It was moved by Dr. Roeber and seconded by Dr. Cottle that: The report be accepted. Motion passed.

V. UNFINISHED BUSINESS

A. Personnel and Guidance Advancement Program

It was reported that the GAP Program has achieved its point of 400 Life Subscribers plus a 4% additional for attrition or a total of 416 and that there are approximately thirty persons on a waiting list seeking approval to become Life Subscribers. The size of the Life Subscriber program was considered in the light of the total financial structure for the new building and its activities that have been indicated already as \$200,000.00, by mail vote of the Executive Council. In view of this, it was moved by Dr. Callis and seconded by Dr. Ohlsen that: The Director of the GAP Program is authorized to accept Life Subscribers up to 450 immediately and that he is further authorized to accept additional Life Subscribers up to 5% of the total Active membership of APGA up to an absolute total of 500 Life Subscribers with no additional ones added for attrition purposes. Motion passed. In terms of this motion, Dr. Dunsmoor will proceed on Life Subscribers to the extent indicated by the total active membership and will definitely refuse any additional ones beyond 500 but it was the intent of the Executive Council that during this period of acquiring money for the building, replacements could be accepted for any of those within the 500 who drop out for any reason whatsoever; in other words, during this period, when the active membership is at 10,000, Dr. Dunsmoor may keep the level of Life Subscribers at 500.

It was pointed out by Dr. Williams that the number of Life Subscribers who had indicated NAGSCT as their primary Division had exceeded 5% of the total membership of NAGSCT. This question was discussed later in the Council meetings but the total action is recorded here for continuity. The suggestion was made that the number of members indicating any particular Division as their primary Division could be permitted to rise as high as the members chose and that the 5% could then become a matter of financial bookkeeping. The Executive Director assumed responsibility for this occurrence and stated that the number could be brought down to 5% of the total NAGSCT membership and that therefore if the Council wished to take some other action, it should be done only as a more desirable action because the five percent levels could be maintained for each Division. By consensus, it was decided to retain the present practice, namely that the total number choosing any Division will be not more than 5% of the total membership of the Division, with the understanding that the NAGSCT situation will be corrected in the Executive Office.

The session recessed at 5:30 and reconvened at 8:00 p.m. The Convention Report, recorded earlier, was presented at this time. Following that report, discussion was resumed on the Personnel and Guidance Advancement Program.

It was reported that Dr. Dunsmoor was interested in developing a "100 Club" which would consist of people who had pledged individual donations of \$100.00 each to the building fund. He is interested also in developing further the donation of a day's pay.

It was the consensus of the Council that the "100 Club" should not be developed but that the drive for the contributions of members could be in terms of the day's pay if Dr. Dunsmoor wishes this but that the drive for the member donations should be confined to the next couple of

months and that it should definitely close by February 1st. In terms of this, there will be a page in the November 1st Journal relating to individual donations, there will be a mailing in November as part of a newsletter, there will be a further page in the December 1st issue of the Journal, and a final mailing to all members very early in December.

It was then suggested that the GAP Program be considered from that point on in terms of part of the \$200,000.00 coming from a mortgage but the additional coming from contributions of industry and of test and book publishers. In this setting it was recommended that Dr. Dunsmoor have more people working with him on this particular point and that the view be adopted that we are not asking for a subsidy but that we are simply showing to commercial organizations the portion that they should be expected to contribute.

It was moved by Dr. Callis and seconded by Dr. Wahlquist that: The Executive Council endorses and supports the Program of the Director of the Personnel and Guidance Advancement Program, expresses its appreciation for the great work that he has done and commends him for his achievements, and pledges their support for the completion of the Program. Motion passed.

The total building budget was then reconsidered in terms of the mail vote approval that already had been given to a total figure of \$200,000.00. In bringing up this point, Dr. Callis pointed out that we may expect perhaps \$125,000.00 from Life Subscriptions and gifts, approximately \$25,000.00 from a mortgage, and that we should expect to obtain approximately \$50,000.00 from industry gifts. These were not intended as exact figures but indicative of the way that the \$200,000.00 would be made up. In terms of this, it was moved by Dr. Callis and seconded by Dr. Kelso that: The Executive Council establishes \$200,000.00 as a firm budget for the Building Commission and directs the Building Commission to stay within this figure. Motion passed with one dissenting vote. (It was understood by the Council that the budget figure of \$200,000.00 includes an older type building, furniture and equipment, necessary legal and other purchase fees, and a contingency fund.)

B. Budget

In reconsidering the budget, Dr. Hopwood reported an estimated deficit at the end of the year of \$8,000.00. Dr. Fletcher pointed out that the big problem to consider was the fact that a deficit cannot continue to mount each year because a point is reached at which the reserves and other assets of the organization as well as its potential income for any year, could not equal the size of the deficit. In terms of this, an anticipated deficit of \$8,000.00, assuming all bills paid at the end of this year as they had been last year, would mean a reduction in the deficit. There was no further action needed on any of the other items of the budget except Committees. Each of the Committee requests was considered at this time and action taken as follows:

It was moved by Dr. Ohlsen and seconded by Dr. DiMichael that: The budget for the International Relations Committee be set at \$125.00. Motion passed.

It was moved by Dr. Williams and seconded by Dr. Northrup that: The Budget for the Research Awards Committee be set at \$75.00. Motion passed.

It was moved by Dr. Hopwood and seconded by Dr. Roeber that: The total Committee budget be set at \$1,100.00 to include a contingency fund for committees and divided as stated below. Motion passed.

Committee Budgets:

Credentials	\$ 45.00
Finance	25.00
International Relations	125.00
Membership	250.00
Nominations	25.00
Publications	25.00
Research	75.00
Placement	275.00
Yearbook	100.00
Archivist	120.00
Contingency	<u>35.00</u>
Total	\$1,100.00

The Council noted with regret that it could not grant the additional amounts requested by several Committees, particularly the International Relations Committee. Dr. Johnson suggested that in future years it might be well to give additional funds to particular Committees in special years in order to permit them to carry out special projects.

Consideration next was given to the Divisional Pool and the Council members considered the sample study of membership that showed the breakdown by Divisions. At this time a motion was made by Dr. Cottle and seconded by Dr. Roeber that: The second dollar for the first Division membership dues be placed in the pool only if it involves multiple memberships, said action to become effective November 1st. The motion was passed with two dissensions and one abstention.

It was then moved by Dr. Williams and seconded by Dr. Roeber that: The motion be tabled for further action. The motion was passed.

Consideration was then given to a possible increase in dues to \$15.00 and that Division dues be set at \$2.00 for each Division. On the latter point a concensus vote was taken and there were eleven votes for approval of this idea. No further action was taken on the matter at this time.

C. Divisional Policy

It was moved by Dr. Roeber and seconded by Dr. Cottle that: The motion of April 1957 relative to Divisions be reconsidered and that the intent of the motion be approved. The motion was defeated. (The effect of this action was to remove from the books the item tabled in April

1957 relative to Divisions reporting to the Executive Council. The Council members now report Divisional plans and activities through the regular reports of the Divisional Presidents and it was not felt that any action was either necessary or appropriate.)

The first session adjourned at 11:30 p.m.

Minutes of Second Session, October 20

Walter F. Johnson, Jr., Presiding

The meeting was called to order at 9:15 a.m. by President Johnson. Members in attendance were: Dr. Arbuckle, Dr. Callis, Dr. Cottle, Mr. Dillenbeck, Dr. DiMichael, Dr. Fletcher, Dr. Hopwood, Dr. Kelso, Miss Northrup, Dr. Ohlsen, Dr. Peters, Dr. Roeber, Dr. Wahlquist, Dr. Williams, Dr. Hitchcock, and Mr. Lescalleet.

V. UNFINISHED BUSINESS (continued)

D. Building and Equipment

Dr. Fletcher reported on the sub-committee's recommendations regarding the installation of machine records equipment in the Headquarters Office. The committee recommended that IBM equipment be used.

It was moved by Dr. Fletcher and seconded by Dr. Wahlquist that: The Executive Director be authorized to sign a contract for IBM equipment for delivery May 1st. Motion passed.

In the discussion preceding the motion, Dr. Fletcher pointed out that the present rental of the three items of equipment will be approximately \$500.00 per month. He stated that from experience we could anticipate that eventually the rental would go probably to \$650.00 or \$700.00 per month because of the desirability of adding additional items. And, he cautioned that there should be a further review of the utilization of the equipment in an existing installation without the IBM representative being present. Dr. Fletcher cautioned also that it must not be anticipated that there will be any saving of clerical personnel. There would be the advantage of better service to the members and to the Council and with the increase in membership and other activities there could be a much greater expansion of work without the addition of more personnel but we should not anticipate that the number of clerical persons could be reduced next year by virtue of having the new equipment.

E. Nancy Wimmer Award

Dr. Johnson had appointed a committee consisting of Dr. Roeber as Chairman and Mr. Dillenbeck, Dr. Ohlsen, and Dr. Peters as members to serve as the Nancy Wimmer Award

Committee for 1958-59. This Committee had met with Mr. Lee Brown of Science Research Associates and had spent Saturday evening and early Sunday morning with him. During these times criteria for making the award had been developed and there had been considerable other discussion. The criteria and other material developed by this Committee are attached as Appendix B.

Considerable discussion ensued taking up several points that members of the Committee had discussed earlier among themselves and with a few other members of the Council. The problem had been brought up regarding the difficulty of making an actual monetary award to an individual which thereby states in effect that he is selected above other persons. It was suggested that the money might be better used for the APGA Building Fund, possibly for a conference on some subject of importance, possibly to pay convention expenses for some new members, possibly to pay for prepaid dues for some deserving persons otherwise unable to join APGA. Dr. Johnson invited attention to the earlier action by the Council in April 1958 which accepted the Nancy Wimmer Award to be administered by APGA. It was moved by Dr. Wahlquist and seconded by Dr. Arbuckle that: The Council accepts the idea of the Nancy Wimmer Award and conveys to Science Research Associates the sentiments of the Council on the reservations regarding the award, but authorizes the President and the Committee to act without further action by the Council. Motion passed.

F. Journal Subscription Price

Dr. Cottle and Dean Northrup reported on the possibility of raising the Journal subscription price. It was pointed out that the actual out-of-pocket expense to APGA for one subscription for ten issues would be \$2.42 and for the current nine issues is \$2.16. However there are many additional expenses and in view of the general tenor of prices it was felt that the action that had been tabled from the April meeting should be taken up and that the Journal subscription rate should be increased. It was stated that the number of Journal subscriptions is increasing quite encouragingly and that a drive is on to obtain more subscriptions during this current year. It was stated that Dr. Samler approves the idea of an increase in the subscription price but would like to see an enlargement of the Journal specifically to ten issues. It was suggested that more space for professional articles could be obtained by deleting some of the Association News from the Journal and putting it in a Newsletter. It was moved by Dr. Arbuckle and seconded by Dr. Wahlquist that: The price of subscriptions to the Journal be increased to \$9.00 per year effective with the volume beginning with the September 1, 1959, issue and that this price is for a yearly subscription of nine issues. Motion passed with one dissenting vote.

In connection with the consideration given to the Journal, Dr. Callis pointed out the desirability of a review of publication policies and the desirability of making a review of the Journal. It had been noted in the reports of the Divisional presidents that there is a definite trend in the Divisions away from Divisional Newsletters and into a professional type of Journal. It was suggested that guidelines should be established for the Personnel and Guidance Journal and for Divisional journals likewise.

G. Increase in Dues

The possible increase in dues that had been laid over from the first session was now considered. Dr. DiMichael pointed out that an increase in dues could have a possibly bad effect on

the smaller Divisions because of the possibility that persons would tend to join fewer Divisions. Dr. Williams, reporting for NAGSCT, stated that he felt a generally favorable idea to supporting an increase in dues because the professional Association needs a better financial footing.

Mr. Dillenbeck reported generally favorable reactions to an increase in dues.

Dr. Peters raised the question of the actual basis for a \$5.00 increase in contrast to an increase of some other amount or no increase whatever. In this connection it was suggested by Dr. DiMichael that it must be pointed out to members that better service would be given with increased dues. Dr. Arbuckle encouraged the idea that membership in APGA should start at the counselor preparation stage and that persons should consider what they are giving, not what they are getting from APGA. The Defense Education Act, however, he stated, is a definite boost to the guidance field generally and an indication of what people actually gain from the Association. It was suggested by Dr. Fletcher that the increase in dues be tentatively set at \$15.00 and that the complete story be given at the Assembly in March. If in the meantime if it is decided that \$15.00 is too little or too high, the recommendation can be changed. Dr. Johnson pointed out that the members must be kept fully informed and in this connection, Dean Northrup stated that definite figures are needed to back up the recommendations to the Assembly. The Divisional Presidents would contact their members rather than having this done entirely through APGA. All Divisions should have the same figures upon which to base notices to members and Mr. Dillenbeck stated that this is also needed in order to minimize confusion in the minds of members when renewing. Dr. Callis and Dr. Northrup pointed out the necessity for a positive approach. The Executive Office was instructed to prepare material for the Divisional presidents to use in the Divisional publications and in their own business meetings.

It was moved by Dr. Arbuckle and seconded by Dr. Ohlsen that: The 1959-60 dues be increased to \$15.00 for APGA and one Division, of which \$2.00 goes to the Division of the first choice, and the cost of each additional Division will be \$2.00. Motion passed.

At the conclusion of the discussion of the increase in dues it had been pointed out by Dr. Fletcher that the GAP Program, a possible mortgage, and dues should be tied up together so that the members could see exactly where everything stands. Dr. Callis suggested that we might indicate that a certain part of the increase in dues would be used for building fund purposes during the next three years. Dr. Cottle expressed the idea that funds should not be specifically earmarked but it was then suggested that a portion of an increase in dues could be indicated for this purpose without earmarking them specifically.

There were other suggestions on the development of the GAP Program particularly as indicated by Dr. Roeber to obtain contributions from test sellers and others. Dr. Ohlsen suggested the approach that these companies have been helped by the guidance movement and most certainly by the work of APGA and now it is time for them to help APGA. Dr. Callis suggested that the major producers of test and guidance materials be advised that specific amounts are sought from them.

Dr. Callis brought up a possible statement of intent regarding the building fund money. Dr. Arbuckle cautioned that this must be a general declaration and should not be in the nature of hampering Dr. Dunsmoor in any way but rather to leave him open for developments within the range indicated by the Council.

It was moved by Dr. Callis and seconded by Dr. DiMichael that: The Executive Council declares its intent for the distribution of the \$200,000.00 building fund along these lines:

1. \$100,000.00 from Life Subscriptions.
2. \$2.00 set aside per member for three years to retire the building mortgage.
3. As of February 1, the solicitations to individual members for the building fund will be discontinued (this does not refer to Life Subscribers and Branch gifts).
4. Other parts of the program would be followed through as already started.
5. Additional funds should be sought from non-membership sources to complete the building fund budget.

Motion passed.

H. Divisional Pool

It was moved by Dr. Roeber and seconded by Dr. Callis that: The previous action on the Divisional Pool be rescinded. The motion was passed with one dissention.

It was then moved by Dr. Roeber and seconded by Dr. Kelso that: The same procedure be followed in distributing the Divisional Pool as was followed on April 30, 1958. Motion passed. (The intent was to continue the Divisional Pool as is throughout 1958-59 and to use the percentage figures for distribution that existed on April 30, 1958, and with the understanding that one distribution would be made to the Treasurers of the Divisions at this time and another one on April 30, 1959.)

VI. NEW BUSINESS

A. Permanent Legislative Structure

It was proposed that the legislative structure that had been developed in connection with the National Defense Education Act be continued. Dr. Roeber pointed up the advisability of setting up a clearing house or repository for information on various points of guidance advancement and that this material could be fed in from points in the field as well as being utilized at those points. Dr. Callis indicated that local geographic units are likely to become more important and that consideration should be given to setting up state legislative steering committees within the states.

It was moved by Dr. Fletcher and seconded by Dean Northrup that: The Executive Council goes on record as favoring a permanent legislative structure and supporting it as far as possible. Motion passed.

It was moved by Dr. Callis and seconded by Mr. Dillenbeck that: A National study task force be appointed to devise recommendations for state legislative steering groups. Motion passed.

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B. Future Conventions

In connection with the report of the Executive Director on future Conventions, it was suggested that during the four years 1964 through 1967 one Convention be held on the East Coast, one in the Midwest, one in the Far West, and one possibly in Dallas. The idea at this point was to obtain guidance from the Council on the geographical regions so that more specific investigations could proceed with a view to making specific recommendations to the Council at a later meeting. One suggestion relative to the West Coast was the possibility of going to Seattle or Portland as well as considering San Francisco. It was moved by Dr. Arbuckle and seconded by Dr. Cottle that: The Executive Director be encouraged to proceed along the line of the plans indicated for this four year period and to prepare specific recommendations for a later Executive Council meeting. Motion passed.

C. Membership Certificates

Following a brief discussion on the point that foreign nationals generally like to have some kind of wall certificate and that problems of certificates of membership for members within the continental United States involves rather difficult problems, it was moved by Dr. Fletcher and seconded by Dr. Kelso that: Membership certificates may be provided gratis for foreign nationals other than those under I.C.A. contracts with APGA. Motion passed. (The Council had approved at an earlier meeting the membership certificate for I.C.A. contract members as required by I.C.A. contracts.)

It was moved by Dr. Ohlsen and seconded by Dr. Roeber that: There will not be a membership certificate for members in North America, including Hawaii. Motion passed with one dissenting vote.

D. Branch Charters

Branch charter applications were presented as follows: Utah Association of School Counselors, North Carolina Personnel and Guidance Association, Kansas Personnel and Guidance Association, Northern Indiana Personnel and Guidance Association.

It was moved by Dr. Cottle and seconded by Dr. Wahlquist that: The Executive Council approves the charter applications, congratulates the Branches, and invites them to consider themselves as APGA Branches pending formal approval by the Assembly in March 1959. Motion passed.

The Executive Director was advised, when writing to the Utah Association of School Counselors, to recommend that they change the name to Utah Personnel and Guidance Association.

E. Armed Forces

The concern of the Armed forces in counseling was discussed and a few of the problems and involvements were considered. There was no action indicated at this time. It was therefore moved by Dr. Ohlsen and seconded by Dr. Kelso that: Consideration of the Armed Forces guidance work be tabled indefinitely. Motion passed.

F. Listing of Journal by APA

The matter of listing the Personnel and Guidance Journal was considered and the pros and cons were discussed. It was moved by Dr. Arbuckle and seconded by Dr. Ohlsen that: The Personnel and Guidance Journal not be listed in the APA list of reduced price journals. Motion passed.

G. Job Analysis of Educational Personnel Workers

Dr. Callis had studied the issue of Job Analysis of Educational Personnel Workers that is now really out of print and he reported that he felt that a new publication should be brought out which would be up to date. He recommended the creation of a task force to create a revision of educational personnel workers indicative of all personnel positions represented in APGA. In carrying through the intent of this suggestion, Dr. Roeber moved and Dr. Dillenbeck seconded that: The President, with other personnel, be authorized to contact the National Institute of Mental Health and other groups and agencies to carry out a major project of career information relating to educational personnel workers. Motion passed. Until such time as this would be completed, the Executive Office would utilize the bibliography on educational personnel workers that have been developed by Dr. Fordyce for the Publications Committee and would inform people of the study going on to bring out a new publication.

It was moved by Dr. Cottle and seconded by Dr. Hopwood that: The present material available on educational personnel workers be utilized pending development of a new publication. Motion passed.

H. College Personnel Services

Dr. Callis and Dean Northrup reported the concern of ACPA with the development of a series of brochures on college personnel services. At the present time a group representing ACPA, NASPA and NAWDC is working on the training of college personnel workers. Other considerations would be student loans and other functions within the student personnel framework. This whole project would be in terms of several years. There might be involved in the whole series some twenty or twenty-five other organizations but the leadership would be in the hands of ACPA.

I. Time of Spring Council Meeting

Dr. Fletcher brought up the problem and referred to his comments in previous Council meetings relative to a reduction in the number of persons attending the Council meetings with this considered in relation to the frequency of meetings. Dr. Cottle stated that he felt that every member of the Council should be present for Council meetings. It was suggested by Dr. Roeber that for the two representatives of a Division, APGA might finance one member and the Division finance another but Dean Northrup indicated the hardship that this might work on some Divisions.

It was suggested by Dr. Peters that the new Council meeting at the end of the Convention is a very difficult time to accomplish very much and that that meeting should be held in May.

In terms of this, the new members of a Council would have an orientation session at the end of the Convention but this would not be a business meeting and the new members would be specifically invited to attend the meetings of the old Executive Council when it convenes at the beginning of the Convention.

It was moved by Dr. Arbuckle and seconded by Dr. Cottle that: The new Executive Council have its first meeting in May following its election rather than at the Convention, as the major Council meeting of the year, and the new Presidents-Elect be encouraged to attend the meetings of the old Council during the Convention. Motion passed with one dissenting vote. (It was the intent of the Council to set the new Executive Council meeting in May rather than at the end of the Convention and with the understanding that this means at the moment that there is no scheduled meeting of the Council in the fall or winter but it was intended also to show that such a meeting is desirable but the arrangements for one would have to be held pending financial developments. It is also the intent of the Council to have an orientation meeting for new Council members at the end of the Convention.)

J. Industrial Concerns

The idea of obtaining grants from industrial concerns to increase the reserve structure of APGA was considered. It was moved by Dr. Fletcher and seconded by Dr. Roeber that: The Executive Director be encouraged to explore these possibilities. Motion passed.

K. Editor of Personnel and Guidance Journal

The consideration of the appointment of the Editor of the Journal which would become effective May 1, 1960, was brought up with the idea that if a new Editor is to be appointed the appointment should be made a year in advance and if the old Editor is to be asked to continue, he should be so informed a year in advance. It was moved by Dr. Fletcher and seconded by Mr. Dillenbeck that: The appointment of the Editor for the term beginning May 1, 1960, be tabled until the March meeting of the Executive Council. Motion passed.

In the discussion on this matter, it was stated by Dr. Peters that the Journal needs to be reviewed now and periodically to determine if the Personnel and Guidance Journal is serving the functions it should. Dr. Cottle wondered if the Editor would be willing to change his program. And in view of this it was moved by Dr. Callis and seconded by Dr. Roeber that: The Executive Director be instructed to discuss with the Editor what his future policies would be. Motion passed.

A further suggestion was presented for the President to request the Editor for a status and future policy report but this motion was declared out of order by the President in view of the preceding motion that already had been passed.

L. General Policy on Publications

Dr. Cottle reported for the sub-committee on publications and indicated the necessity in the statement of general policies. It was pointed out that the charter that the Publications

Committee has presented is simply a statement of the parts of the Constitution and By-Laws of APGA that affect the Publications Committee and that therefore it would be inappropriate for the Council to approve a document known as a charter which is actually in the nature of information given by the Chairman of the Publications Committee to his Committee members. There were several changes suggested for the general policy statement and these were recorded by the Executive Director to refer to the Committee. It was moved by Dr. Roeber and seconded by Dr. Arbuckle that: The report be accepted but referred back to the Committee for further refinement. Motion passed.

M. Possible Projects for APGA

1. Project on the role of student personnel workers.
2. Endeavor to obtain approximately \$5,000.00 for disseminating to members material on the improvement of guidance, as developing from the national education act.
3. Project relating to educational counselors.
4. Involvement of APGA in a national conference to improve the quality of guidance.
5. Discussions with foundations and other interested parties on a clearing house for research and an information center for guidance materials.

There was a brief discussion on each of these items. They are in the nature of directions for the Executive Director in holding discussions with persons who might support projects of APGA. It was moved by Dr. Fletcher and seconded by Dr. Williams that: Approval is given for further exploration and possible development of projects indicated by these items. Motion passed.

N. Long Range Policy Committee

In the consideration of a long range policy committee, Mr. Dillenbeck encouraged proceeding with the development of such a committee although at no expense to the Association at this time. Dr. Callis indicated that such a Committee could be involved in seeking to see ways for the Association, many years in advance, and that such a group would serve as an advisory group to the Executive Council but would not have any power within itself. Dr. Cottle cautioned against the possibility that such a Committee could become a pressure group and that it should have some newer and less experienced persons in it as well as the Past-Presidents. Dr. Johnson suggested the possibility of appointing a sub-committee to plan an enabling act for such a Committee. It was moved by Dr. Roeber and seconded by Dr. Williams that: The President is empowered to appoint a sub-committee to prepare recommendations for the Executive Council relative to the mission, activities and limitations of such a committee. Motion passed with one dissenting vote. (The intent of this motion was to have a small group from the Council that would study this matter during the succeeding months and its report would constitute recommendations to the Council on what such a committee could do, but this motion did not create a long range policy committee.)

O. American Board on Professional Standards

Since the American Board will have to have nominations from the Executive Council for two and possibly four vacancies, and since those nominations will have to be in the hands of the

President of the Board by the end of January, it was moved by Dr. Callis and seconded by Dr. Kelso that: The President is empowered to appoint a nominating committee to prepare the Council's nominations to the Board. Motion passed. (The sub-committee that carries out this assignment will, in effect, be acting for the entire Council but in accordance with established practices, the nominations that the Committee prepares will be submitted by mail to the President and members of the Council for their review before they are actually made to the President of the Board.)

P. Constitution Amendments

Action of the Executive Council on the proposed Constitutional amendments was reconsidered. It was noted that action had already been taken on several items including dues, for which the Constitution Committee will have to prepare amendments. It was noted at this point that the concensus of the Council was to accept the sense of the amendments that were presented by the Constitution Committee with the directive to the Constitution Committee to follow out the procedures suggested by the Council members under the discussion of the Constitution Committee report during the first session.

The meeting adjourned at 1:30 p.m.