

1960

AMERICAN PERSONNEL AND GUIDANCE ASSOCIATION

1960 - 1961 EXECUTIVE COUNCIL

Meeting, March 25-26, 1961

Minutes of First Session, March 25

Daniel D. Feder, Presiding

I. CALL TO ORDER

The meeting was called to order by President Feder at 7:20 p.m., in the Denver Hilton Hotel, Denver, Colorado. Members in attendance were: Dr. Arbuckle, Dr. Carlin, Dr. Craig, Dr. Cummings, Dr. Dugan, Dr. Hopwood, Dr. Lofquist, Dr. McCully, Mr. Murphy, Mr. Peets, Dr. Roeber, Dr. Scott, Dr. Truax, Dr. Twiford, Miss Wood, and Dr. Hitchcock. (Dr. Jacobs is in Israel.)

A. Review of Minutes

Following the submission of the minutes of the previous Executive Council meeting, it was moved and seconded that: The minutes of the last Executive Council meeting be approved as presented. Motion passed.

II. REPORTS OF OFFICERS, COMMITTEES AND DIVISIONS

A. Officers

1. President. Dr. Feder emphasized the continuing growth of the Association, calling particular attention to nine new Branches requesting APGA charters at this time and the continued increase in APGA membership, now pushing 14,000, and increasing steadily.

2. Executive Director. The Executive Director reported that APGA is again processing the sales and property tax exemptions as recommended by the Executive Council. Such requests will be submitted to Congress for its appropriate action. The American Friends of the Middle East have been apprised that APGA intends to take up its lease unless there is some change in plan by the end of this year. To date, no reply has been received from this organization.

3. Treasurer. Dr. McCully stated that the Association is now "over the hump." He presented a detailed analysis of the Association's financial growth from 1953 through 1961, with particular emphasis on the fiscal year 1960-61. The achievement for this fiscal year is due primarily to two factors: (1) contributions to the building fund by members and Branches; and (2) increase in membership. APGA is now a big organization and, in terms of its financial assets, it is, in fact, a big business. Its total worth is over \$300,000.; its net worth is over \$160,000. The Association can turn now to things other than capital expenditures; for example, allocating increased support to APGA Committee projects, staffing in a way to maintain the professional initiative on matters of national interest to the Association, setting aside reserves for future servicing of Life Subscribers, and for other purposes.

It was moved and seconded that: Mr. David Dawson be commended for the excellent way in which he has carried out his responsibilities as Manager of the Financial Services Department of the Association. Motion passed.

B. Committees

1. American Board on Professional Standards in Vocational Counseling. It was reported that the Board now finds itself in a solvent condition. For the first time the Board is fiscally self-supporting and needs no further subsidy from APGA, and the current Directory of Vocational Counseling Agencies was published with no extra meetings or overtime work required of Board members.

Both of these outcomes have contributed to the Board's high morale and efficient operation. All work is current and rarely does work carry over from one Board meeting to the next. The Board is in an excellent state to expand its evaluation function as demands for evaluation increase.

2. Archives Committee. It was reported that in order for a summary of basic historical data to be available for each Division, a future project of the Committee includes the writing of a brief history by each Divisional representative. The tentative schedule calls for completion of this assignment by the end of October, 1961. It will include pertinent information from the origin of the Division through the fiscal year ending April 30, 1961. It was recommended that repeated efforts should be made to locate and secure records of the early NVGA activities such as those at Harvard, those from W. Carson Ryan, and other sources as yet unknown but probably still in existence. It was further recommended that historical material related to any of the other Divisions be sent to the representative of the particular Division at APGA Headquarters.

3. Branch Coordinator. The Branch Coordinator summarized his report and invited the Council's attention to four recommendations: (1) The office of APGA Branch Coordinator should be continued; (2) A budget of \$500. should be appropriated; (3) The APGA Branch Coordinator should be involved in Executive Council meetings; and, (4) Plans should be made to include a section on Branches in the next edition of the APGA Directory of Members.

4. Building and Grounds Committee. The Chairman of this Committee presented his report orally. Specific attention was called to the Committee's first annual review of the Association's property, made on March 15, 1961. It was noted that plans are going forward for completing the third floor.

The Chairman made several specific recommendations: (1) Attention should be given to the preservation of the exterior; (2) Attention should be given to improving the condition of the ladies' room on the first floor; (3) Attention should be given to the back steps of the custodian's quarters.

5. Constitution Committee. The Chairman presented the complete revision of the Constitution and By-Laws. Following discussion and further modification, it was moved and seconded that: The revised Constitution and By-Laws and the modifications made thereto by the Executive Council be adopted and presented to the Assembly for its approval. Motion passed. (The complete modifications to the revised Constitution and By-Laws are attached as Exhibit A.)

6. Credentials Committee. The Committee recommended a number of modifications regarding its activities during an APGA Convention and a budget of \$75. was requested to cover activities of the Committee.

7. Ethics Committee. The Chairman presented the Code of Ethics. After discussion, it was moved and seconded that: Item 5, page 6, be deleted. Motion passed. It was moved and seconded that: "Expected" be substituted for "obligated", and "are likely to harm" be substituted for "may adversely affect." Motion passed. It was moved and seconded that: Item 9 be deleted on page 8. Motion passed. It was then moved and seconded that: The Executive Council adopts the Code of Ethics in principle and intent and recommends its adoption by the Assembly. Motion passed.

It was recommended that the Code of Ethics be adopted for a trial period of three years and that a committee be continued, renamed the Committee on Ethics Practices, to watch the application of the present Code, look for any mal-practices, and work on a new Code for 1964, if such is needed.

8. Finance Committee. In its report, the Finance Committee recommended that the position of Treasurer be an appointive position. Following discussion, it was moved and seconded that: The position of Treasurer be an appointive one with a term of office to be for a fixed number of years. Motion passed. (This would become effective on May 1, 1963.)

9. Committee on Insurance for Members. There was no further report from this Committee beyond that presented in the written reports to the Assembly.

10. International Relations Committee. A report was given on the status of the two Asia Foundation grants. An outline was given of the Committee's plans for a possible workshop for African educators studying in the United States to be held at Michigan State University. In addition, a possible workshop was mentioned for Asians as well as a possible international seminar in conjunction with the 1963 Convention in the event APGA elects to affiliate with the International Vocational Guidance Association.

11. Legislative Liaison Committee. This Committee is just getting under way and will have no report until a later time.

12. Membership Committee. The report of the Committee was presented, and, following discussion, it was moved and seconded that: Each Divisional President appoint the Membership Chairman for his Division for a term of two years and that these appointments be rotated to avoid the possibility of an entire new Committee in any year. Motion passed. It was further moved and seconded that: Mary Janicke be recognized for the tremendous amount of help she has been to the Committee in providing all services which were requested by the Membership Committee, many of which entailed her working on her own time to get them accomplished, and, without this help, the work of the Committee would have been hindered greatly. Motion passed.

It was further recommended that the following meetings of the National Membership Committee be held: (1) At the Convention, prior to which time the names of the members for each Division should be made known to APGA and to the new National Chairman; (2) A two-day meeting to be held in Washington, at which time the total Membership Committee could meet in the Headquarters Office and not only see the set up, but have at their finger tips all material they need with which to work; (3) If possible, a third meeting would be desirable in the fall at some central location, to review work done and make plans for further activities.

13. Nominations and Elections Committee. The names of the newly elected officers for APGA were read as follows: President-Elect - C. C. Dunsmoor; Treasurer-Elect - Gail F. Farwell.

14. Personnel and Guidance Advancement Program. In submitting his report, the Director stated that the active campaign for funds will be completed at the end of this current fiscal year. The sale of Life Subscriptions at \$225, each will continue, however, in accordance with the "Up to 5% of our membership" policy. Thus, as our membership continues to increase, additional Life Subscriptions will become available to members of APGA who desire them.

15. Committee on Personnel Practices. The report of the Committee was presented and following discussion it was moved and seconded that: A retirement plan for the APGA Headquarters Office staff be established, and, if the plan is feasible, the insurance should be placed with TIAA. Motion passed.

16. Placement Committee. It was reported that the size of the Placement Bulletin is steadily increasing. A contrast was shown between the 1140 candidates and 411 employers appearing in March 1961, and the approximately 400 candidates and 350 employers listed in 1959.

17. Professional Preparation and Standards Committee. There was no further report from this Committee beyond that presented in the written reports to the Assembly.

18. Publications Committee. It was reported that this Committee plans to meet during the Convention to attempt to clarify its role and to produce certain recommendations that would make it possible for the Committee to better function in the future.

19. Research Awards Committee. It was reported that three studies have been selected to receive the 1961 awards and three additional studies to receive honorable mention. (The names of those receiving awards and those receiving honorable mention are attached as Exhibit B.)

The recipient of the Nancy C. Wimmer Award is: Dr. Edward Landy, Assistant Superintendent for Pupil Personnel Services, Newton Public Schools, Newton, Massachusetts.

20. Representative to the American Association of School Librarians. It was reported that there has been no further action following the publication last year of the standards for school libraries and school librarians, in which the APGA representative took part.

21. Representative to the Committee on Careers in Nursing. A report was made on the two meetings attended by the Representative during the past year.

22. Representative to Joint Commission on Mental Illness and Health. Following discussion of the report, it was moved and seconded that: The Commission be commended for its forward-looking program for improving the care and rehabilitation of the mentally ill. Motion passed. It was then moved and seconded that: The public be urged to adopt the suggested reforms so desperately needed for the care of the emotionally disturbed. Motion passed.

23. Editor of Personnel and Guidance Journal. It was revealed that for the second successive year the print order has increased by 2,000 copies. Memberships and subscriptions now total 17,426. This means that the total readership (and the convention is to multiply subscriptions by four to five) is about 75,000. Attention was called to two features that started last year: "Testing the Test" and "Guidance in Practice". These are now well established and will be continued.

24. Special Investigative Committee. A report was made by this special Committee set up to investigate the situation in Kent, Washington. It was felt that the Kent guidance workers deserve as much support as APGA can give them but the nature of this support must be studied. It was moved and seconded that: A statement should be prepared that reflects APGA's interest in this situation but also covers the larger, more general, area of concern, and this statement will be considered at the May, 1961 meeting of the APGA Executive Council. Motion passed. It was then moved and seconded that: The Special Investigative Committee for the Kent, Washington, situation be commended for its work. Motion passed.

The first session adjourned at 11:10 p.m.

Minutes of Second Session, March 26

Daniel D. Feder, Presiding

The meeting was called to order by President Feder at 9:10 a.m. Members in attendance were: Dr. Arbuckle, Dr. Carlin, Dr. Craig, Dr. Cummings, Dr. Dugan, Dr. Hopwood, Dr. Lofquist, Dr. McCully, Mr. Murphy, Mr. Peets, Dr. Roeber, Dr. Scott, Dr. Truax, Dr. Twiford, Miss Wood, and Dr. Hitchcock.

### C. Divisions

1. American College Personnel Association. Dean Hopwood spoke of her interest in the Financial Aid Officers and of the possibility of this group joining APGA in two or three years time. (The American College Health Association is also interested in joining the Association. Dr. Samuel Fuenning, President of the group, attended part of this session.) Dr. Hopwood expressed concern that groups within ACPA remain there rather than split into separate Divisions, and that specialized groups interested in ACPA be invited and encouraged to become integrated parts of ACPA.

Dean Hopwood also advised that ACPA would like to have the subsidy for the monograph series continued. It was determined that this matter will be considered at the May, 1961 Executive Council meeting.

2. National Association of Guidance Supervisors and Counselor Trainers. Dr. Twiford announced that as of May 1, 1961, Division Two of APGA will be known as the Association for Counselor Education and Supervision, and at that time also their new Constitution will become effective. It was moved and seconded that: The APGA Executive Council formally recognizes the reconstitution of Division Two and accepts the Association for Counselor Education and Supervision as Division Two of APGA. Motion passed.

Dr. Twiford also called attention to Counselor Education and Supervision, the new official journal of the Division.

3. National Vocational Guidance Association. Dr. Scott reported on the Fiftieth Anniversary publication planned for 1963 that will tell of the Division's past and of its dynamic future. He also reported on the twenty to thirty small seminars held concerning NVGA.

4. Student Personnel Association for Teacher Education. Dr. Truax reported that the Division is planning to undertake a research project to consider the development of one or more monographs specifically in the area of selected admission to teacher education. A committee is studying this at this time.

5. American School Counselor Association. Mr. Peets reported that changes have been made to bring the Division's Constitution up to date. He further stated that ASCA is working to arrive at a point where it can fulfill its particular roles.

6. Division of Rehabilitation Counseling. Dr. Lofquist reported that the Division is concentrating its efforts on increasing membership. To attract members, emphasis is being put on the publication of the Division and on research awards. The Division is at present only three years old and now has a membership of 750.

### III. UNFINISHED BUSINESS

#### A. Relationships with Other Organizations

1. International Vocational Guidance Association. Further discussion was held on the advisability of becoming affiliated with the International Vocational Guidance Association. Statement was made of the recommendation made to the Executive Council by the Executive Committee that the original motion concerning IVGA that was passed by the Council at its May 27-28, 1960, meeting be tabled since it was felt that additional information was needed before action could be taken. It was moved and seconded that: Action on this be delayed at this point until Dr. Donald Super, Vice-President of IVGA, could appear before the Executive Council. Motion passed.

(Dr. Super appeared at a later point in the session and the following motion occurred after his report to the Council. It is included here to keep it in context.) It was moved and seconded that: The Executive Council approves in principle APGA's affiliation with the International Vocational Guidance Association and requests that this be referred to the May, 1961 meeting of the Executive Council for exploration of legal and financial feasibility. Motion passed. (The intent of the motion was to bring the matter to the Assembly, and, if approved in principle by the Assembly, to carry authorization for the May Executive Council to make final approval for APGA to join IVGA if it is found that such action is legally and financially feasible.)

#### B. Other

1. New York State Records Situation. It was recommended that APGA draft a statement of principle on this situation, such statement to be forwarded not only to New York State but to all others experiencing like situations. It was moved and seconded that: A sub-committee of the Ethics Committee be appointed, with the sub-committee necessarily involving no one except the Chairman of the Ethics Committee, such sub-committee to study the opening of personnel records to parents at all levels of education, and to draft a statement of principle for APGA regarding this matter. Motion passed.

2. Clifford P. Froehlich Fund. To dispel any feeling that memorial funds might be put into the general operating budget of the Association, and to accomplish the purpose of a special memorial, it was moved and seconded that: The Clifford P. Froehlich Fund be designated as the Clifford P. Froehlich Memorial Fund for Professional Development. Motion passed. (This motion is intended to set the precedent that funds may have a designation as long as the designation is broad enough to avoid restrictions.)

3. Information About Candidates. The importance of participation by the membership in securing well qualified candidates for office was discussed. It was moved and seconded that: Adequate information about candidates will be provided at all times so that professional standards may be maintained and the use of mass communication by members and Branches will become unnecessary in pre-nomination and pre-election ballots. Motion passed.

4. Conference on Evaluation of Counselor Preparation Programs. There was discussion of the advisability of holding a high level conference in June at which a detailed evaluation of institutional counselor preparation programs would be made. The results of the conference would be disseminated throughout the country for consideration, review and reaction. After amending the original motion, it was moved and seconded that: The Executive Council recommends an appropriation of \$2000., for the purpose of calling a high level conference to structure a program whereby APGA will establish procedures for voluntary institutional evaluation of counselor preparation programs, and this conference shall draw upon the work, the organization and the committees of the Association for Counselor Education and Supervision. The product of the APGA conference, in the form of standards or procedure, shall be provided to the local committees for review and reaction. Motion passed.

The second session adjourned at 5:20 p.m.

Minutes of Third Session, March 26

Daniel D. Feder, Presiding

The meeting was called to order by President Feder at 10:15 p.m. Members in attendance were: Dr. Arbuckle, Dr. Carlin, Dr. Craig, Dr. Cummings, Dr. Dugan, Dr. Hopwood, Dr. Lofquist, Dr. McCully, Mr. Murphy, Mr. Peets, Dr. Roeber, Dr. Scott, Dr. Truax, Dr. Twiford, Miss Wood, and Dr. Hitchcock.

#### IV. NEW BUSINESS

##### A. Branch Charter Applications

Applications for APGA Branch Charters were submitted from the following eight Branches: Genesee Valley Personnel and Guidance Association (New York), South Dakota Personnel and Guidance Association, Missouri Ozark Branch of APGA, Tennessee Personnel and Guidance Association, South Florida Personnel and Guidance Association, Long Beach

Personnel and Guidance Association (California), Miami Valley Personnel and Guidance Association (Ohio), and Washington State Personnel and Guidance Association. It was moved and seconded that: These eight Branches be chartered as Branches of the American Personnel and Guidance Association. Motion passed.

B. Emeritus Membership Applications

Applications for Emeritus Membership from four persons were presented, and it was moved and seconded that: The applications for Emeritus Membership from Isabel K. Wallace, J. Gustav White, MaeBelle Thompson, and Florence A. Dwyer be approved. Motion passed.

C. Resolutions

The Resolutions Committee presented to the Council several suggested resolutions. (These are attached as Exhibit C.) It was moved and seconded that: The Executive Council adopts these resolutions in toto. Motion passed. It was further moved and seconded that: The Resolutions Committee (Virginia Keehan, Chairman; Calvert Bowman; Paul Polmantier) be commended for its work. Motion passed.

It was further moved and seconded that: The Resolutions Committee be requested to prepare a resolution endorsing President Kennedy's program of Federal Aid to Education. Motion passed.

D. Other New Business

1. Sextant Series. The President informed the Council that the Sextant Series has purchased a booth for \$50. at the APGA Convention, to advertise their company and their suite. Prior to this, they used a Branch President's letter, without his approval, to endorse their Series. As APGA has in no way endorsed the Sextant Series, it was moved and seconded that: The money received from the Sextant Series be returned on the premise that those who accepted it for the rental of the booth had not been fully apprised of the circumstances, or they would not have accepted it, and that this action be cleared first with the Association's General Counsel. Motion passed.

2. Gift from Gates Manufacturing Company. The President briefly described this organization and pointed out that it is a possible source of funds for APGA. It was stated that due to the lateness of making application this year, only \$100. was received, but that it is expected that funds will be larger next year.

3. Flowers sent to Dr. Christine Conaway. The Executive Council has sent flowers to Dr. Conaway, who is presently in the hospital, with wishes for a speedy recovery.

4. Check for Secretary of APGA President. Authorization was given by the Executive Council to send a check in the amount of \$150. to President Feder's secretary in appreciation of her help during the past year.

5. Lions International. The Council moved to send a letter of appreciation to the President of Lions International for the telegram sent by this organization to the Denver Convention.

The meeting adjourned at 12:05 a.m.

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