

AMERICAN PERSONNEL AND GUIDANCE ASSOCIATION

1961 - 1962 EXECUTIVE COUNCIL

Meeting, May 19-20, 1961

Minutes of First Session, May 19

Edward C. Roeber, Presiding

I. CALL TO ORDER

The meeting was called to order by President Roeber at 9:20 a.m., in the APGA Headquarters Office, Washington, D. C. Members in attendance were: Mr. Bowman, Dr. Carlin, Dr. Cottingham, Dr. Craig, Dr. Cummings, Dr. Dugan, Dr. Dunsmoor, Dr. Farwell, Dr. Feder, Dr. Hardee, Dr. Houghton, Dr. Lofquist, Mr. Murphy, Dr. Patterson, Miss Wood, and Dr. Hitchcock. Dr. Holmes was not in attendance.

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. Executive Director. The Executive Director reported on the retirement plan for the Headquarters Office staff that had been approved at the April Executive Council meeting. He reported also on plans for a meeting on counselor education that will be held shortly. The Council was advised on the determination of the situation with the Sextant Series.

The Executive Director reported also on the status of the project on Guidance in American Schools directed by Dr. C. Gilbert Wrenn. The Council was also advised that a grant has been received from the U. S. Steel Foundation and that there is a possibility of obtaining further funds from the Gates Foundation.

The Division Presidents were reminded that they are required to send a copy of the Division's audit to the Headquarters Office each year. The report was concluded with an outline of information on present legislation. The attention of the Council was called to a position paper that has been prepared. (This is attached as Exhibit A.)

2. Treasurer. Dr. Cummings presented the proposed APGA budget for 1961-62. He stated that a considerable amount of work has been done on the preparation of this budget, and that the finances of the Association are in the best condition they have been in for several years. The Executive Council will take action on the proposed budget at a later point in this session. (The budget as approved is attached as Exhibit B.)

B. Committees

1. International Relations Committee. The Committee presented a grant proposal covering membership of internationals in APGA under a grant from the Asia Foundation. In addition, it was reported that the Asia Foundation will continue the grant to provide for international visitors at the Convention. (The membership proposal is attached as Exhibit C.)

2. Committee on Insurance for Members. The Council was presented with an outline of the income protection plan that would be available from the Liberty Mutual Insurance Company. Action will be taken later in the present session.

3. Long Range Advisory Committee. The Council was asked to vote on having this Committee begin its activities with the present year. It was moved and seconded that: The Long Range Advisory Committee begin its activities as of May 1, 1961, and that the present membership of the Committee (the seven Past Presidents of APGA) be continued for the coming year. Motion passed.

4. Ethics Committee. It was reported that this Committee will become operative as soon as the new APGA Constitution is ratified. A report was presented from a sub-committee of the Ethics Committee that had prepared a statement covering pupil records. It was moved and seconded that: Two or three of the Presidents-Elect of the Divisions be appointed to take the statement and try to enumerate some points for action by the Executive Council later in this session. Motion passed.

5. American Board on Professional Standards in Vocational Counseling. The President of the Board presented a report. He stated as one of the greatest problems that of communication between the Board and the Executive Council. He also expressed the feelings of the Board that its activities should be expanded beyond vocational counseling agencies. After discussion by the Council, it was moved and seconded that: The Agenda be suspended at this point and that the Council take action on the items concerning the American Board that are listed on the Agenda as IV, A, 3. Motion passed.

It was moved and seconded that: The American Board be advised to proceed through whatever legal channels are necessary with the assistance of the Executive Director and Legal Counsel to change the name of the Board to "American Board on Counseling Services." Motion passed. It was further moved and seconded that: The Board be further advised that in its re-chartering or amendment of charter, whichever would be appropriate, that its role and functions be so defined as to reflect the normal and appropriate professional roles of APGA. Motion passed. Action on the nomination of an additional member of the American Board was deferred until later.

At this point, the Council recessed at 12:00 noon and reconvened at 1:30 p.m.

6. Membership Committee. The report from the Membership Committee included a number of recommendations for Executive Council action. (These recommendations are attached as Exhibit D.)

In the discussions on Recommendations Nos. 1 and 2, the feeling was expressed that it is important also for new officers to have some orientation. It was moved and seconded that: The possibility be investigated of having an orientation session for the

new officers either after the Convention or a day before the Executive Council meeting.  
Motion passed.

It was moved and seconded that: A resolution be entered to commend Bill Murphy and his Committee for an outstanding job during the past year. Motion passed.

Action was then taken on the Recommendations from the Membership Committee. It was moved and seconded that: The Executive Council adopts Recommendation No. 1 of the Membership Committee report. Motion passed. It was then moved and seconded that: The Council adopts Recommendation No. 2 of the Membership Committee report. Motion passed.

No action by the Executive Council was required on Recommendations 3 and 4. It was moved and seconded that: The Executive Council adopts Recommendation No. 5 (items 1, 2, and 3) of the Membership Committee report with a further suggestion that the full page letter be signed by the President of the Association. Motion passed.

No action was required by the Executive Council on Recommendation 6. It was moved and seconded that: The Council approves the creation of displays as outlined in Recommendation No. 7 of the Membership Committee report for the use of State Chairmen, subject to the ability to pay for it. Motion passed.

Executive Council action was not required on Recommendations 8 and 9. It was moved and seconded that: Recommendation No. 10 of the Membership Committee report be referred to the Long Range Advisory Committee with the request that a recommendation be forthcoming as soon as possible. Motion passed.

7. Research Awards Committee. It was reported that this Committee would like to consider some new classifications of research. This will be discussed further later in this session.

8. Placement Committee. A brief report was presented on the activities of the Committee and of the growth in the Placement Bulletin during the past few years.

9. Publications Committee. The Committee will be collecting information during the coming year in order that the Executive Council can review the entire publications program of the Association.

### C. Divisional Presidents

1. American College Personnel Association. Dr. Craig reported on the status of the ACPA monograph series. He stated that the Division expects to have the next publication in the series ready this summer. A report was also given on the relationships of ACPA with other groups and attention was called to the increase in membership of the Division. A progress report was given on the Journal of College Student Personnel.

2. Association for Counselor Education and Supervision. Dr. Dugan reported on ACES' plans for the coming year. The Division had held a meeting just prior to this Executive Council meeting and plans three major projects. The first of these is to spearhead the cooperative study of minimum standards for counselor education programs.

The second major project that ACES wishes to undertake this year is the publication of its new Journal. Four issues are planned and the publication will be placed on a regular subscription basis. The third project planned is a cooperative study of counselor certification standards.

In concluding his report, Dr. Dugan presented a request from ACES for subsidization of the ACES Journal to the extent of the cost of two issues, or the amount of \$864. He outlined the financial problems of the Division but stated that it is felt that after the first year the Division can fully finance itself. Dr. Dugan also expressed the hope that the budget for a special meeting on counselor education could be increased from \$2000. to \$3000. to provide for a full day meeting following the Chicago Convention to pull together the position papers to be presented into a final document that would then be considered for publication by APGA.

3. National Vocational Guidance Association. Miss Wood reported on plans being developed for the 1963 Convention in light of NVGA's Fiftieth Anniversary. She briefly outlined the Division's plans for the coming year but stated that some plans are not yet formulated since NVGA will hold a meeting immediately following this Executive Council meetings.

4. Student Personnel Association for Teacher Education. Dr. Carlin advised the Council of SPATE's interest in a program to determine the role of the student personnel worker in respect to the selection of teacher candidates. He outlined plans for a new Journal and stated that the total cost of the publication this year is anticipated as approximately \$817. He presented a request that a subsidy to SPATE be granted to the extent of \$478. or approximately half the cost of publishing the new Journal for the first year.

5. American School Counselor Association. Mr. Murphy reported on the change of format for the ASCA Journal and stated that the Division will have the editorial work on the publication handled in the APGA National Office.

Attention was called to the new Constitution that has been adopted by ASCA. Under this Constitution, there is provision for ASCA State Branches and also for a student membership category.

6. Division of Rehabilitation Counseling. Dr. Lofquist stated that one of the major objectives of DRC during the coming year will be to increase its membership. One of the avenues for this will be through the DRC Bulletin. Dr. Lofquist reported that it is planned to publish four issues and the approximate cost will be \$300. per issue. A request was presented for a subsidy to the extent of \$600. or the cost of publishing two issues of the Bulletin. In presenting the request, Dr. Lofquist pointed out that it might be desirable to establish some policy on subsidies to Divisions.

### III. UNFINISHED BUSINESS

#### A. ACPA Monograph Series

As the project provided for by a loan of \$7500. last year had not yet been completed, a continuation of the loan was requested. It was moved and seconded that: The loan to ACPA be continued. Motion passed.

B. International Vocational Guidance Association

It was moved and seconded that: In order that the members of the American Personnel and Guidance Association may be informed of new and recent developments in the field of personnel and guidance in other countries and in order that they may receive technical and other literature through the auspices of this Association, the Executive Council votes to enter into affiliation with the International Vocational Guidance Association with the stipulations as listed here: On the basis of membership fees of \$1000. a year with permission to send as many delegates as it wishes to the international meetings. Motion passed. (The Council was assured that this motion will be checked with the Association's legal counsel.)

C. American College Health Association

The Executive Council was given an outline of discussions that have been held on a possible project of mutual interest with the American College Health Association. After discussion, it was moved and seconded that: The Executive Council votes to go ahead on the project with the American College Health Association. Motion passed.

D. Kent, Washington, Committee

A report was given on the history of this special committee, and it was stated that a statement has been sent to the people in Kent. It was the concensus of the Council that reports of such committees should be confidential and it was moved and seconded that: The Executive Council deems such reports of its Committees which are made on a confidential basis to be information restricted to the Executive Council. Motion passed.

After further discussion on the Kent situation, it was moved and seconded that: If more pressure is brought to bear for the release of the material, that someone from the Executive Council call the person in Kent as suggested and point out the feeling of the Council that he had used poor judgement with two points on the statement sent to him. After further discussion, this motion and the second were withdrawn.

The first session adjourned at 5:25 p.m.

Minutes of Second Session, May 20

Edward C. Roeber, Presiding

The meeting was called to order by President Roeber at 8:45 a.m. Members in attendance were: Mr. Bowman, Dr. Carlin, Dr. Cottingham, Dr. Craig, Dr. Cummings, Dr. Dugan, Dr. Dunsmoor, Dr. Farwell, Dr. Feder, Dr. Hardee, Dr. Houghton, Dr. Lofquist, Mr. Murphy, Dr. Patterson, Miss Wood, and Dr. Hitchcock.

#### E. New York State Student Records Situation

Following the presentation of the revised statement prepared by the sub-committee from the Executive Council, and discussion on this, it was moved and seconded that: The Council refers the revised preliminary statements and the document back to the sub-committee of the Committee on Ethics for such revision as they may see fit in light of the feelings of the Council. After further discussion this motion and the second were withdrawn. It was then moved and seconded that: The Executive Committee be authorized to approve a statement from the sub-committee of the Committee on Ethics which will express the sentiments of the Executive Council as reflected in the revised statement which has been presented by the Executive Council sub-committee. Motion passed. (The final revised statement is attached as Exhibit E.)

#### IV. NEW BUSINESS

##### A. Action on Committee Reports

1. Insurance for Members Plan. It was moved and seconded that: The Executive Council approves the adoption of the Income Protection Plan of the Liberty Mutual Insurance Company of Boston, Massachusetts, for APGA members and Headquarters staff, and authorizes the Insurance Company to proceed with plans for the Fall enrollment period. Motion passed.

It was then moved and seconded that: The Executive Council hereby establishes the following policy relating to retrospective refunds: (1) that members have no individual rights which can be enforced against the refund; (2) that members whose premium payments generated the refund may not necessarily receive it (but rather those whose policies are in force); (3) that the Insurance Committee will make distribution of this money in accordance with conditions at that time; (4) that when such time as the retrospective refunds occur the complete expenses of the Insurance Committee will be paid out of such funds before any adjustments in policy holder's premiums are made. Motion passed.

2. Membership Committee Recommendations. No further action was required on the recommendations from the Membership Committee.

3. American Board. Nominations were called for to fill the vacancy on the American Board. It was moved and seconded that: Dr. Carroll H. Miller be nominated. It was then moved and seconded that: Dr. S. Norman Feingold be nominated. It was moved and seconded that: Nominations be closed. Motion passed. (The names of the two nominees from the Executive Council will be transmitted to the American Board.

4. Research Awards Committee. It was moved and seconded that: The Council expresses to this Committee its confidence in the Committee's ability to find the outstanding research in the field and leaves it to the judgement of the Committee to make any necessary further breakdown to extend their frontiers. Motion passed.

5. International Relations Committee. Council action was necessary on the grant proposal from the Asia Foundation on memberships for internationals in APGA. It was moved and seconded that: The Council adopts the recommendations of the Committee with the exception that the recommendation regarding life membership be stricken from the report. Motion passed.

B. Editorial Board

It was moved and seconded that: The Council adopts the recommendation for the appointment of Douglas D. Dillenbeck to a term on the Editorial Board in his own right. Motion passed.

It was then moved and seconded that: Lawrence Stewart be nominated to fill the other vacancy on the Editorial Board. It was moved and seconded that: Nominations be closed. Motion passed. (There being only one candidate nominated, Dr. Stewart is elected to the Editorial Board.)

C. Reprints of Journal Articles for Authors

It was moved and seconded that: Authors of Journal articles be given fifty reprints of their article instead of the present practice of being given five extra copies of the issue. Motion passed.

D. Possible Study of Rehabilitation of VA Widows

The Council was advised that there is a need for some support to the administrators of veterans affairs in the form of a letter asking about the status of VA widows. It was moved and seconded that: The Executive Council goes on record as supporting a request for such a study by the VA. Motion passed.

E. New Media Proposal

Following Council discussion, it was moved and seconded that: The Council approves the proposal to enter into a contract with the U. S. Office of Education under Title VII of NDEA for the support of a program on utilization of new media for counseling and guidance. Motion passed.

F. NVGA Special Recognition for 1963 Convention

A further report was presented on NVGA's plans for the 1963 Convention in the light of the Division's Fiftieth Anniversary. It was moved and seconded that: The Council re-endorses the motion passed on April 10, 1960. After further discussion, it was moved and seconded that: The preceding motion be tabled. Motion passed. It was moved and seconded that: The Executive Council supports special recognition and attention to a central feature of vocational guidance in the 1963 Convention in the theme of the Convention and the respective programs of the Divisions. This motion was then restated that: The Executive Council recommends that the 1963 Convention take cognizance of NVGA's Fiftieth Anniversary by means of such special programs and emphases as will be appropriate to the programs of APGA and the respective Divisions. Motion passed.

G. Procedures on Divisional Publications

The Council was advised of problems arising when publication schedules are not known or held to and when publications are delayed. Following discussion, it was moved and seconded that: The Executive Office be instructed by the Council to take the last publication of each Division which was produced outside of this area and outside of the Executive Office supervision, and secure competitive bids and reflect this information to the appropriate Division heads. Motion passed.

It was moved and seconded that: There should be a standard statement indicating the kinds of editorial services that can be provided by the Central Office and what the costs, if any, would be. Motion passed.

It was moved and seconded that: The Council goes on record as against the announcement of any dated publication or any statement until it is known to be in galley proof and ready for the printer barring Acts of God, strikes, and other emergencies. Motion passed. It was then moved and seconded that: Within sixty days after notification by the Central Office that a publication is in demand but supply exhausted, if the Division concerned has not revised or ordered reprints of said publication, the Central Office is empowered to notify all inquirers that said publication is out of print and unavailable. Motion passed.

H. Action by Divisional Membership Committees

It was moved and seconded that: A thirty day schedule be instituted and that the Central Office send to the committees approving applications a note giving the committee the deadline for return of those particular applications. Motion passed. (It was understood that this motion would except the NVGA professional membership applications.)

I. Branch Charter Application

An application for an APGA Branch charter was presented from the Western Suffolk Personnel and Guidance Association. It was moved and seconded that: The application of the Western Suffolk Personnel and Guidance Association be approved. Motion passed.

J. Consideration of "10,000" American Scholars"

Attention of the Council was called to the proposal received from the College Blue Book. It was moved and seconded that: The Council refers this to the APGA Legislative Liaison Committee. Motion passed. (The intent is to refer this to the Committee for information only.)

K. Consideration of Esther Lloyd-Jones Proposal

Following the presentation of the proposal to the Council, it was moved and seconded that: This Proposal be referred to the Professional Preparation and Standards Committee with a request that the Committee pursue the investigation and recommend to the Executive Committee action at the appropriate time. Motion passed.

L. Consideration of Husband-Wife Combination on Membership

It was moved and seconded that: A Husband-Wife Membership be set up whereby one member would pay full dues while the other would pay \$5.00 which would include the full dues for one Division, and that only one copy of the APGA Journal would be sent on such membership. Motion passed.

M. 1962 Convention Matters

A progress report was presented on the 1962 Convention. There was discussion on the possibility of increasing the \$150. allotment now given to Divisions for program



purposes. It was moved and seconded that: The Convention Committee be authorized to offer to the respective Divisions an amount not to exceed \$300. for use in Convention provided such amount is matched by at least 50% contribution by the Division itself for program purposes of the same nature. After further discussion, it was moved and seconded that: The preceding motion be tabled. Motion passed.

N. Information on Other Projects

1. Pupil Personnel Project. An outline was given of this project and it was reported that several planning sessions have been held.
2. Minority Youth Project. The background was given on this and the Council was advised that discussions have been held with a Foundation.
3. Elementary School Guidance Project. The Council was advised that a grant is being made in the amount of \$5000. by the American Child Guidance Foundation to carry out this project.

O. Consideration of City Directors of Guidance

This matter will be referred to the Long Range Advisory Committee for consideration.

P. Legislative Liaison Committee

It was moved and seconded that: The name of this Committee be changed to "Guidance Information Committee". Motion passed.

Q. Budget

The subsidy requests from three Divisions were discussed and ACES was asked if the Division would accept an amount of \$600. for the special meeting and \$850. to subsidize its publication; SPATE was asked if it would accept \$475. to subsidize its publication; and DRC was asked if it would accept \$600. to subsidize its publication. The Presidents of these Divisions assured the Council that these amounts would be satisfactory.

It was moved and seconded that: Both an income and an expenditure account be created, in balance, to take account of the special Divisional requests which have been approved here by the Executive Council out of anticipated increases in income. Motion passed. It was then moved and seconded that: Provided the foregoing contingency is not met, the Executive Committee is authorized to provide said expenditure budget from savings that it can effect in other areas at an appropriate time. Motion passed.

It was moved and seconded that: The budget be approved, subject to the foregoing amendments. Motion passed.

R. Other Items

1. Recognition of Mary Corre. The Council was informed of Miss Corre's coming retirement and urged to send their congratulations to her.

2. Convention Council Meetings. The difficulty of attendance at Council meetings during the Convention was mentioned and it was suggested that the APGA Executive Council might meet on the Friday night and Saturday preceding the Convention each year.

3. Notebook for Information. It was suggested that each member of the Council be provided with a loose leaf notebook in order to keep material from Council actions better organized.

The meeting adjourned at 12:45 p.m.

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