

VOCATIONAL

VOL 1

GUIDANCE

NO 1

NEWSLETTER

An Official Publication of the

Vocational Guidance Section,

New and Related Services Division,

American Vocational Association, Inc.

This newsletter is a part of an overall strategy to build a strong and viable vocational guidance organization within the American Vocational Association. The contents of the first edition are designed to inform the guidance membership about the organization of the guidance section through a presentation of its Operative Policies, the interium policies for the New and Related Services Division, and the names and addresses of the officers and committee members for 1967-68. Other newsletter features include a call for new members to enable the guidance section to reach 1000 members as well as a look at the guidance section's program for the 1968 Dallas Convention.

OPERATIVE POLICIES FOR THE VOCATIONAL GUIDANCE SECTION OF THE
AMERICAN VOCATIONAL ASSOCIATION, INC.

I. General Purposes

The general purposes of the Vocational Guidance Division of the American Vocational Association, Inc. are (1) to initiate, maintain, improve, and extend professional guidance activities that contribute to the achievement of goals and objectives of the American Vocational Association, and (2) develop and maintain close cooperation with similar professional groups for the interchange of ideas, materials, problems, and accomplishments.

II. Membership

Membership in the Vocational Guidance Division shall include members of the American Vocational Association who have an interest in promoting the general purposes of the Division.

III. Membership Sections

Sections may be established by the Vocational Guidance Division and approved by the Board of Directors of the American Vocational Association.

IV. Policy and Planning Committee

- A. The Policy and Planning Committee shall consist of the following members of the Division.
1. Chairman of the Division
 2. Chairman-Elect of the Division
 3. Immediate Past-Chairman of the Division
 4. Secretary of the Division
 5. Program Chairman of the Division
 6. Division Representative on the American Vocational Association Resolutions and Program of Work Committee.
 7. Representative of the Vocational Guidance Section, Division of Vocational and Technical Education, U.S. Office of Education (advisory capacity)
 8. Representative of the Guidance and Personnel Service Branch, U.S. Office of Education (advisory capacity)
 9. Immediate Past-President of the American Vocational Association
 10. A Representative from each of the U.S. Office of Education regions
- B. Method of Appointment and Tenure of Members of the Policy and Planning Committee:
1. The Chairman shall appoint a Nominating Committee to present a slate of officers at the annual business meeting of the Division. Officer candidates may be nominated from the floor.

2. The chairman-elect and the secretary of the Division shall be elected by vote of the majority of members at a regularly scheduled business meeting during the annual convention of the American Vocational Association.
3. The program chairman, the Division representative on the American Vocational Association Resolutions and Program of Work Committee and the representatives of the U.S. Office of Education regions shall be appointed by the chairman.
4. The chairman shall request that the Assistant Director Program Services Division of Vocational and Technical Education, U.S. Office of Education designate a member of the Vocational Guidance Section to serve on the Policy and Planning Committee in an advisory capacity.
5. The chairman shall request that the Chief, Guidance and Personnel Services Branch, U.S. Office of Education designate a staff member to serve on the Policy and Planning Committee in an advisory capacity.
6. The term of office of each member of the Policy and Planning Committee shall be for a period of one year except the Division representative on the AVA Resolutions and Program of Work Committee who serves in this capacity for a period of three years.

The base period of service shall begin with the close of the American Vocational Association Convention. If a successor for any member to the Policy and Planning Committee has not been elected or appointed, then that member shall continue to serve until a successor has been elected or appointed.

C. Committee Functions

1. The primary function of the Policy and Planning Committee shall be to keep the various officers, committee members, and others of the Vocational Guidance Division informed as to the work of the various sections, committees and groups, and to develop some over-all planning for the benefit of the Division.
2. The Policy and Planning Committee will also serve in coordinating the activities of the Vocational Guidance Division with other divisions of the American Vocational Association.
3. The Policy and Planning Committee will also serve as a medium for coordination between the Vocational Guidance Division and other guidance-related professional organizations.

4. The Policy and Planning Committee shall hold an annual meeting at the time and place of the Annual Convention of the American Vocational Association.

D. Duties of the Division Officers

1. The Chairman shall have the responsibilities common to his office.

He shall forward to the Past-President of the American Vocational Association the names of the program chairmen and other committee nominations for approval by the Board of Directors.

He shall confer with the Past-President on matters relative to the Division which may be brought before the Board of Directors.

He shall represent the Division in an advisory capacity to the Board of Directors of the American Vocational Association.

2. The Secretary shall perform functions common to his office, including maintaining the current membership list.

V. Meeting of the Division

An annual meeting with business sessions and programs for professional improvement shall be held during the Annual Convention of the American Vocational Association.

VI. Amendments

These policies or amendments to the policies shall become operative when approved by the Board of Directors of the American Vocational Association. They may be amended by submitting the proposed revision to the chairman of the Division before the annual meeting. Any such proposed revision which receives the supporting vote of the majority of the members present at the annual meeting shall be considered officially approved by the Division.

VII. Policies

All policies of this Division shall be compatible with the Constitution, and By-Laws of the American Vocational Association.

III. Distribution

Provisions shall be made for depositing a supply of copies of this statement of operating policies with the Executive Director of the American Vocational Association. These shall be available for distribution.

VOCATIONAL GUIDANCE SECTION OFFICERS AND COMMITTEE MEMBERS--1967-68

Chairman, Norman C. Gysbers
College of Education
University of Missouri
Columbia, Missouri 65201

Chairman Elect, David Winefordner
Division of Guidance and Testing
Ohio State Department of Education
751 Northwest Boulevard
Columbus, Ohio 43212

Past Chairman, Tom Mock
State Department of Education
Jefferson City, Missouri 65101

Secretary, Jerry Gaither
State Department of Education
Cordell Hull Building
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Program Chairman, Forest Tate
~~Southwest Missouri State College~~
~~Springfield, Missouri~~

*Dept of Education
Indiana State Univ.
Terre Haute, Indiana 47809*

AVA Awards Committee

AVA Research Committee

Julius Kerlan
Guidance Consultant
State Department of Education
Centennial Building
St. Paul, Minnesota

Ken Hoyt
College of Education
University of Iowa
Iowa City, Iowa 52240

AVA Constitution Committee

AVA Research Committee
(alternate)

Charles Weaver
~~State Department of Education~~
Columbus, Ohio *see Winefordner address*

Dale Prediger
Assistant Professor of Education
University of Toledo
Toledo, Ohio

AVA Resolutions Committee

Guidance Section Membership
Committee Chairman

Arnold J. Freitag
~~Vocational Guidance~~
~~State Department of Education~~
Tallahassee, Florida 32304

Gene Bottoms
State Department of Education
Atlanta, Georgia

AVA Resolutions Committee
(alternate)

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James Smith
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*✓ Doyle Camp
✓ Dave Pritchard*

Guidance Consultant--Editors
AVA Journal

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AVA Public Information Committee

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Ohio State Department of Education
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AVA Publications Committee

Harold Reed
Branch of Technical Services
Division of Counseling and Test
Development
U.S. Employment Service
Washington, D.C.

INTERIM POLICIES FOR NEW AND RELATED SERVICES DIVISION OF THE AMERICAN VOCATIONAL ASSOCIATION

I. PURPOSES.

The purposes of the Division of New and Related Services of the American Vocational Association, Inc., are:

1. To keep members of the Division of New and Related Services informed as to trends, plans, policies, and current happenings of the American Vocational Association and their implications for the development and welfare of vocational, technical and practical arts education, and to act as a clearinghouse for the dissemination of new ideas, research, and other items which will aid in upgrading the programs in the various states and the nation as a whole.
2. To develop high professional attitudes among those engaged in the programs identified in Article VII.
3. To promote professional relationships with other agencies, organizations, and institutions concerned with vocational, technical, and practical arts education.

I. MEMBERSHIP

Members of the American Vocational Association who are engaged in fields not identified in the other established divisions.

III. MEMBERSHIP GROUPS

New and emerging groups as identified and approved by the Board of Directors.

IV. GUIDELINES FOR FORMULATING NEW DIVISIONS FROM THE DIVISION

1. Whenever any of the new and emerging groups reaches 1,000 members and meets the criteria set forth in the AVA Bylaws (Article II B a through 6) for forming a new division, written application may be made to the AVA Board of Directors.
2. When such application is approved by the Board of Directors, the group can nominate its own candidates for Vice President in accordance with the procedure as set forth in the Bylaws of the AVA.
3. In the event that the group approved to form its own Division has the Vice Presidency of the Division of New and Related Services, the Division of New and Related Services may elect another Vice President in accordance with the procedure set forth in the AVA Bylaws.
4. If the remaining groups within the Division of New and Related Services total less than 1,000, the Division shall be continued as a bona fide Division with a Vice President for a term not to exceed two years, during which time the Division should raise its membership to the required minimum.
5. If membership of the Division of new and Related Services does not reach the required 1,000 within the prescribed two years, the Division will lose its Vice President until such time as the membership is again raised to the required minimum. During such time the Division would be represented by the immediate Past President of the AVA.

V. VICE PRESIDENT OF THE DIVISION

The Vice President shall represent the Division on the Board of Directors of the AVA in accordance with the Articles of Incorporation and Bylaws and operating policies of the AVA. The nominees for Vice President of the Division shall be selected by the AVA Nominating Committee from candidates from each of the accepted groups within the Division with due consideration for rotation from group to group if at all possible.

VI. POLICY AND PLANNING COMMITTEE

- A. The Policy and Planning Committee shall consist of the following
 1. Chairman of the Policy and Planning Committee. This shall be the Vice President representing the Division.

2. Members. As provided in Article VII, each new and emerging group shall identify through election, appointment or choice, a representative, or representatives, to the Policy and Planning Committee. One of the members shall be appointed Secretary. The number of representatives from any one of the new and emerging groups shall not exceed the number of representatives from any other group by more than one.
 3. Ex officio member. Shall be the Executive Director of the American Vocational Association or his designated representative.
- B. The purposes and objectives of the Policy and Planning Committee shall be:
1. To serve as a center through which communication may easily be effected among the several groups and to plan an overall program of work for the benefit of the Division.
 2. To serve as a medium for coordinating the efforts of the various committees and groups.
- C. The specific functions of the Policy and Planning Committee are
1. To advise the Vice President on all matters affecting the Division.
 2. To counsel with the Vice President and the Division and Departments Program Chairmen planning the Division's annual American Vocational Association Convention program.
 3. To recommend personnel to the Vice President for committee appointments.
 4. To recommend potential candidates for American Vocational Association offices.
 5. To recommend ways and means to stimulate, develop and improve vocational, technical and practical arts programs.
 6. To advise as to need for research and publications.
 7. To select not more than four nor less than two nominees from the Division to be presented to the Nominating Committee during the convention of the year in which a New Vice President is to be elected.

VII. METHOD OF APPOINTMENT AND TENURE OF MEMBERS OF THE POLICY AND PLANNING COMMITTEE

- A. The Vice President of the Division of New and Related Services shall be elected according to the provisions of the Bylaws of the AVA.

B. The members of the new and emerging groups and their designated alternates shall be chosen in accordance with operational policies established by each group and in keeping with Divisional policies. Each member and his alternate shall serve for a three year term in accordance with the following schedule of replacement:

1. Guidance - 1970, 1973, etc.
2. Technical Education - 1970, 1973, etc.
3. Manpower Training - 1971, 1974, etc.
4. Health Occupations - 1971, 1974, etc.
5. Research - 1969, 1972, etc.
6. Other - 1969, 1972, etc.

VIII. MEETINGS

The Policy and Planning Committee shall hold an annual meeting at the time of the annual convention of the American Vocational Association and a meeting during the spring in conjunction with the meetings of the other Divisional Policy and Planning Committees to discuss matters of professional importance to the Division.

IX. AMENDMENTS

These policies or amendments to the policies shall become operative when approved by the Board of Directors of the American Vocational Association. Proposed amendments must be submitted to the Vice President of the Division at least 30 days prior to the opening day of the AVA convention. Any such proposed revision which receives the supporting vote of the majority of the members present at the annual Policy and Planning Committee meeting shall be considered officially approved by the Division. Approval by the Board of Directors of the American Vocational Association is final.

X. POLICIES

All policies of this Division shall be compatible with the Articles of Incorporation and Bylaws of the American Vocational Association.

XI. DISTRIBUTION

Provisions shall be made for depositing a supply of copies of this statement of operating policies with the Executive Director of the American Vocational Association. These shall be available for distribution.

MEMBERSHIP

As of the present, there are approximately 800 AVA Guidance members. This is 200 short of the 1,000 needed to have an active AVA Guidance Division; June 30, 1968, is the deadline to obtain 200 additional members. We cannot have an active division in guidance in AVA until we have made 1,000 active members. An active division will enable us to have a vice president who would provide us with the other types of privileges that go with full division status. Furthermore, an active Guidance Division within the American Vocational Association can be a powerful force in bridging a communication gap between guidance and vocational education. It would certainly optimize the probability of every individual to have an opportunity to examine in depth the avenues offered to him through vocational education and either accept or reject them as being appropriate. For this reason, I appeal to every AVA Guidance member to get one individual to join this division between now and June 30, so that more than the 1,000 members needed for divisional status can be reached.

Gene Bottoms
Guidance Section Membership Chairman

PROGRAM FOR DALLAS CONVENTION

Planning for the programs to be presented by the Guidance Section of AVA at the 1968 Dallas Convention is in progress. An outline of all programs must be submitted to the AVA Office by July 29. In general, the programs will be concerned with the relationship of guidance to vocational education and with vocational aspects of counselor education. We have suggested a program of general interest to vocational educators and counselors to the Secondary Education Department as one of the morning Departmental Programs. This program will consist of two parts. Part I will identify the major concerns of school administrators and boards of education who are involved in the development of Vocational Education curricula to provide for the needs, interests, and capabilities of students. Part II will relate to Vocational Guidance Program Development necessary to orient students to the World of Work, to assist them to make educational course selections, and to make career choices. The newly developed Ohio Vocational Interest Survey will serve as the focal point for this discussion. Among the presenters of this program will be several members of the Ohio State Department of Education.

Guidance Section Programs will be scheduled on Tuesday, Wednesday, and Thursday afternoons, and on Friday morning. Some suggested programs have been tentatively accepted and are mentioned below.

"Vocational Curriculum Choice -- A Step in Vocational Development"

"Expanding Vocational Development Opportunities for the Unemployed Through Counseling"

"Share and Tell" -- This type of program was well received in Cleveland. It will consist of brief presentations of a variety of vocational guidance activities which are being used across the nation. Each presentation will be limited to about twenty minutes.

There will be meetings of the Policy and Planning Committee and a Guidance Section Business Meeting during the week.

There is a definite need for additional program ideas for this convention. Persons who are interested are invited to submit proposals. Such programs may be for a $1\frac{1}{2}$ hour time period or for one of the 20 minute presentations in the "Share and Tell" session. Correspondence regarding the Guidance Section Program for the 1968 AVA Convention should be directed to:

Forest E. Tate
Director, Testing and Counseling Center
Southwest Missouri State College
Springfield, Missouri 65802