

WESTERN COLLEGE READING ASSOCIATION

Royce, if the Saturday meetings conflict with important Conference meetings, please suggest an alternative time. We need to remember that State Directors might not be willing to attend a post-Conference Saturday afternoon meeting. New officers will realize this obligation, I'm sure.

Tentative agendas for your consideration are as follows:

Tuesday, April 6, 7P.M.-9P.M.

- Call to order

- Review the agenda

- Minutes

- Treasurer's report

 - (Board Members budget request for 1976-77)

- Old Business

 - Bids for the 1977 Conference

 - Reno-University of Nevada, Reno

 - Vancouver-Simon Fraser University

 - Denver-Metropolitan State and Red Rocks

 - Portland-Portland State University

 - Bids for the 1978 Conference

 - Salt Lake City-University of Utah

 - Denver-Metropolitan State and Red Rocks

 - Hawaii

 - Portland-Portland State University

Wednesday, April 7, 9A.M.-noon and 1:30P.M.-6P.M.

- Old Business (continued)

 - Constitution Committee, Liz Johnson

 - WCRA Brochure, Guy Smith

 - (Brochure mailing, Margaret Meserlee)

 - Newsletter report, Carol Scarafiotti

 - Proceedings report, Roy Sugimoto

 - (Model letter for Newsletter)

 - Membership report, Liz Johnson

 - Guidelines for Submitting a Conference Proposal, Jerry Rainwater

 - Readability Clearinghouse, Jon Hagstrom and Bob Williams

 - Standards Committee, Barbara Tomlinson

 - Honorary Board, Roy Sugimoto

 - Study Travel Workshops, Royce Adams

 - Review balloting procedure

- New Business

 - Awards committee

 - Co-sponsoring of IRA/SIG Simulated Visits at

 - International Reading Association in Anaheim

 - Sale of Annual Proceedings, Roy and Seymour

 - Conference credit

 - Conference business meetings

WESTERN COLLEGE READING ASSOCIATION

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Saturday, April 10, 9A.M.-11A.M.

Introduce State Directors

Introduce New Officers

State Directors' reports

Possibility of regional conference sites

Saturday, April 10, 11A.M.-2P.M.

New officers take over

Spring Board Meeting scheduled

Please remember to bring your officers notebook for the individual taking over your office. It would be helpful to include approximate dates of obligations as well as duties.

Delta College has printed a supply of WCRA stationery. Please let me know if you have any stationery needs. I will bring some to Tucson for new Board Members.

Reminder:
Did you prepare absentee ballots and put a notice about them in the Newsletter?
Also, we decided to provide a place for write-in on the ballots when they are printed.
Hope all is going well. I don't envy you.
I.S. Did you know that Goodman are now at the U. of Arizona? One of them might be willing to do a section meeting on the use of the RMI in Community College diagnosis or whatever!

WESTERN COLLEGE READING ASSOCIATION

Western College Reading Association

Board of Directors Meeting

April 6, 1976

The Board of Directors of the Western College Reading Association met in Tucson, Arizona, at the Ramada Inn, April 6, 1976. President June Dempsey presided.

Board members present: Past President Elizabeth Johnson, President June Dempsey, President-elect Royce Adams, Secretary Margaret Devirian, and Treasurer Seymour Prog.

Non-voting members present: Parliamentarian Loretta Newman, Newsletter Editor Carol Scarafiotti, and Natalie Hoffman.

Guest: Terry Williams.

I. CALL TO ORDER

President June Dempsey called the meeting to order at 8:00 P.M.

II. OLD BUSINESS

- A. President Dempsey discussed the prospective sites for the 1977 conference with the Board. She has received a firm bid from Reno submitted by Paul Holligsworth and a firm bid from Denver submitted by Elaine Cohen and Natalie Hoffman. The bids from Vancouver and Portland have been withdrawn.

At this point Natalie Hoffman, prospective co-conference manager for Denver conference, and Terry Williams, representing Cosmopolitan Hotel in Denver, made a presentation to support their bid for the conference in 1977 at Denver. Both left the meeting after their presentation.

Informal discussion on the proposed 1977 conference sites ensued.

Moved (Adams), Seconded (Johnson), to accept the Denver bid for the WCRA 1977 Conference to be held March 31, April 1, and 2.

PASSED UNANIMOUSLY

- B. 1978 Conference sites were discussed. Royce Adams will investigate a post conference trip to Hawaii. Margaret Devirian will investigate possibility of Long Beach area hosting conference in 1978.

- C. Royce Adams corrected the conference program with members.

III. ADJOURNMENT

The meeting was adjourned at 9:30 P.M.

Respectively submitted by

Margaret Coda Devirian

Margaret Coda Devirian
Secretary, WCRA

These minutes have not as yet been approved.

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Respectively submitted by

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Secretary, WCRA

These minutes have not as yet been approved.

Western College Reading Association

Board of Directors Meeting

April 7, 1976

President June Dempsey called the meeting to order at 9:12 A.M. in the Board Room of the Ramada Inn, Tucson, Arizona.

Members present: Past President Elizabeth Johnson, President June Dempsey, President-elect Royce Adams, Secretary Margaret Coda Devirian, and Treasurer Seymour Prog.

Non-voting members present: Parliamentarian Loretta Newman, Newsletter Editor Carol Scarafioti, and Proceedings Editor Roy Sugimoto.

- I. Call to order. President Dempsey called the meeting to order at 9:12 A.M.
- II. Review of agenda. There were no additions, deletions, or corrections to the agenda.

III.A. Minutes. Secretary Devirian highlighted the minutes from the September 20, 1975 Executive Board Meeting in Tucson, Arizona.

B. Moved (Johnson), Seconded (Devirian) that Item 14, under VI Reports, page 8, be corrected to read "A \$20.00 registration fee which includes cost of Proceedings and \$5.00 for dues be charged."

PASSED

C. Moved (Johnson), Seconded (Adams) that the minutes stand approved as corrected.

PASSED

IV.A. Treasurer's Report. Treasurer Prog distributed the treasurer's report and summarized it.

Income

Received from former Treasurer (Ruth Purdy) \$11,400.34

Receipts to April 4, 1976

Dues	\$1490.00	
* Conference, 1976	9369.50	
Exhibitors, 1976	1625.00	
<u>Proceedings</u>	<u>1013.76</u>	
Total Receipts		*13,498.26

Expenditures to April 4, 1976

<u>Newsletter</u>	\$1358.78
<u>Proceedings</u>	2746.40

*Includes payments for dues and Proceedings, 1976-7.

IVA. Treasurer's Report (Cont'd.)

Expenditures to April 4, 1976 (Cont'd.)	
WCRA Brochures	\$ 49.61
Office Supplies, Postage	334.91
Fall Board Meeting	666.50
Past President's Expense	228.31
(for membership)	
Constitution Committee	544.62
Refunds	73.76
Misc.	<u>32.96</u>
Total Expended	<u>-6,035.85</u>
Balance 4/5/76	\$18,862.75
Cash in Checking Account (Security Pacific)	\$ 9,704.57
On Deposit in Savings and Loan (Mercury)	9,100.00
Interest earned on above	<u>474.62</u>
	\$19,279.19

Seymour noted that at this point there were 272 paid conference registrants.

B.Moved (Prog), Seconded (Adams) that the Treasurer's Report be accepted as submitted.

Discussion ensued:

June Dempsey suggested that the list of members be broken down by state and published in the Newsletter. The breakdown of members by state was prepared by Gene Kerstiens from the membership list in last summers Newsletter. June suggested to Seymour that a listing be made of members, broken down by their respective states, in terms of members attendance at the conference.

June Dempsey also suggested that the Treasurer's future reports reflect the \$1000.00 set aside for conferences. This \$1000.00 is set aside yearly by WCRA so WCRA can independently support future conferences and/or pay speakers. Elizabeth Johnson suggested using interest from Savings and Loan to pay speakers. Board members agreed that this was good idea.

June raised the question whether WCRA must submit income tax forms now that it is receiving interest. The incoming Treasurer will check on this with our attorney Mr. Patton.

Vote on motion:

PASSED

V. Old Business

- A. Constitution Committee Report. Elizabeth Johnson gave the Constitution Committee report, distributing the Articles of Incorporation and the revised ByLaws to those present. She explained that the committee couldn't meet the Newsletter deadline so that it could be presented to the membership atleast 30 days prior to voting. So she'd like the Board to consider it now so that it can be inserted in a future Newsletter for voting by the membership at the next annual conference.

1. Moved (Adams), Seconded (Prog), that all changes suggested by the Constitution Committee for Article II, Membership, Section 2, be accepted.

PASSED

2. Moved (Adams), Seconded (Devirian), that all changes suggested by the Constitution Committee for Article II, Meetings, be accepted.

PASSED

3. Moved (Adams), Seconded (Prog), that all changes for Article III, Board of Directors, Section 4, be accepted as read.

PASSED

4. Moved (Prog), Seconded (Adams), deletion of sentence "No person shall be eligible to hold any elective office for more than two consecutive terms." from Article IV, Officers, Section 1.

PASSED

5. Moved (Devirian), Seconded (Adams), to delete Item 3a under Article IV, Officers.

PASSED

6. Moved (Devirian), Seconded (Adams), to subsitute "chairperson" for "chairman" occurs in the document.

PASSED

7. Moved (Johnson), Seconded (Adams), to delete "...to serve for one year" from Item 3b, Article IV, Officers, in reference to appointment of parliamentarian.

PASSED

8. Moved (Prog), Seconded (Adams), to leave Item 3d, Article IV, Officers, the same; therefore, "Approve personnel of committees" will remain unchanged.

PASSED

9. Moved (Prog), Seconded (Adams), deletion of Item 3f, Article IV, Officers.

PASSED

VA. Constitution Committee Report (Cont'd.)

10. Moved (Devirian), Seconded (Adams) deletion of Item 3g, Article IV, Officers.

PASSED

11. Moved (Johnson), Seconded (Devirian) to strike addition of Item 3d, Article IV, Officers.

PASSED

12. Moved (Adams), Seconded (Johnson) to accept changes of Constitution Committee of Section 1, Article III, Board of Directors.

PASSED

13. Moved (Adams), Seconded (Prog) to accept change of Constitution Committee that "Henceforth wherever reference is made to sex, i.e. 'His-Her' it shall read 'his/her'."

PASSED

14. Moved (Adams), Seconded (Johnson) to renumber items in sequence (a, b, c, and d) for Section 3, Article IV, Officers.

PASSED

15. Moved (Devirian), Seconded (Adams) to change Section 6, Article IV, Officers, to read "The secretary shall be the official custodian of all documents belonging to the corporation, shall record the proceedings of all general and special meetings of the membership and of the Board of Directors, and shall carry out the general secretarial duties of the Association."

PASSED

16. Moved (Adams), Seconded (Devirian) to accept changes as read for Section 7, Article IV, Officers.

PASSED

17. Moved (Devirian), Seconded (Johnson) to accept changes as read for Section 8, Article IV, Officers.

PASSED

The meeting was recessed for lunch at 11:30. The meeting was reconvened at 1:40.

18. Moved (Devirian), Seconded (Adams) to accept changes as read for Article V, Fiscal Year.

PASSED

19. Moved (Adams), Seconded (Johnson) to table Section 3, Items b through f, Article VI, Parliamentary Procedure, for further discussion at Saturday Board of Directors meeting.

PASSED

VA. Constitution Committee Report (Cont'd.)

20. Moved (Adams), Seconded (Devirian) to accept changes as read for Items 3 and 3a, Article VI, Parliamentary Procedure.
PASSED
21. Moved (Devirian), Seconded (Johnson) to insert "by the President" behind "...and shall be called..." and before "...at the written request..." in Section 2, Article II, Meetings.
PASSED
22. Moved (Adams), Seconded (Johnson) to accept Article VII, Quorum, as changed and according to the recommendations of the Constitution Committee.
PASSED
23. Moved (Devirian), Seconded (Prog) to accept changes as read for Article VIII, Affiliations.
PASSED
24. Moved (Johnson), Seconded (Adams) to accept changes as read for Article IX, Initiative, Referendum, and Recall.
PASSED
25. Moved (Prog), Seconded (Adams) to accept changes as read for Section 2, Article X, Amendments.
PASSED

B. WCRA Brochure Report

1. June Dempsey gave the report for Guy Smith. Guy Smith has prepared and printed a new WCRA brochure. These brochures will be distributed to members requesting them, to new members as they apply for membership, and to western institutions of higher education. Margaret Devirian through her institution, California State University Long Beach, which handle mailing of the brochures to the western region institutions.
2. Moved (Johnson), Seconded (Adams) to thank Margaret Devirian and her institution for the offer to send out the new WCRA brochure to western region institutions of higher education and to authorize her to do so.
PASSED
3. Moved (Johnson), Seconded (Prog) that the Board of Directors prepare a resolution thanking Mr. Guy Smith for his work in preparing the new WCRA brochure.
PASSED

C. Newsletter Report

1. Carol Scarafiotti, Newsletter Editor, gave the report. She suggested that the mailing costs for the Newsletters needs to be lessened. Last November's issue cost around \$175.00 to mail. Discussion followed. There was general Board agreement that the Newsletter continue to be sent out first class mail. It was also suggested that Carol look into lighter weight paper.
2. Moved (Johnson), Seconded (Adams) that the return address on the Newsletter be the address of the Newsletter Editor.

PASSED

3. Carol Scarafiotti will change the Newsletter deadline dates to reflect the conference dates. She also asked for suggestions for improvements and additions to the Newsletter. Discussion ensued. Suggestions were made that features of particular topics of interest be run, a section on upcoming conferences and meetings be regularly run, and that advertizing be solicited.
4. Moved (Johnson), Seconded (Adams) that the job descriptions for the Newsletter staff be included as attachments to these minutes.

PASSED

D. Guidelines for Submitting a Conference Proposal Report

1. Dr. Jerry Rainwater made some further comments on the "Guidelines for Submitting a Conference Proposal."
2. Moved (Johnson), Seconded (Devirian) that the "Guidelines for Submitting a Conference Proposal" be accepted as amended.

PASSED

E. Proceedings Report

1. Roy Sugimoto, Proceedings Editor, gave his report on the Proceedings. About \$2700.00 were paid for this past year's Proceedings. No cost advertisement was requested for the Journal of Reading and the Library Association Journal. An advertisement for the Proceedings has appeared in The Reading Teacher. Roy also reported that the printer has estimated a \$100 to \$150 increase in printing costs for this year's Proceedings. Brief discussion ensued on the errors in publicized costs of the Proceedings. The errors will be corrected.

E. Proceedings Report (Cont'd.)

2. Moved (Johnson), Seconded (Adams) that the Board of Directors authorize the Editor of the Proceedings to make any arrangement for expenditures as necessary for this Conference's Proceedings.
PASSED

F. Placement Bureau Report

1. The report for the Placement Bureau was given by its director, Barbara Tomlinson. Her report is attached.
2. Moved (Porg), Seconded (Johnson) to reimburse Barbara Tomlinson \$110.00 for costs incurred as Chairperson of the Placement Bureau.
PASSED
3. Discussion ensued on whether or not to charge members extra for the use of the Placement Bureau's services. June Dempsey pointed out that this question had been asked before at a previous Board Meeting and that the Board members at that time felt that since the Placement Bureau is one of the few services provided to members and that since it also is a drawing card for prospective members, that no extra charge for its use should be incurred by members. This Board also agreed.
4. Moved (Adams), Seconded (Johnson) that \$150.00 be set aside in the budget for the operation of the Placement Bureau during this coming conference year.
PASSED
5. Barbara Tomlinson will be preparing a list of suggestions for people looking for a job. The topic of interviewing and how to get a job was also suggested as a possible Pre-conference Institute or section.
6. Moved (Johnson), Seconded (Prog) the acceptance of Barbara Tomlinson's report.
PASSED

G. Standards Committee Report

1. Barbara Tomlinson gave the report for the Standards Committee. Her intent is to be able to have the guidelines published in an upcoming Newsletter so that voting may occur at next year's conference. She proposes accreditation of reading and/or study skill centers or possibly only written guidelines. She further suggests different guidelines for various types of programs and that in the beginning accreditation teams would work on a donated basis, release time, etc. She enumerated several things which might be covered by the guidelines.

G. Standards Committee Report (Cont'd.)

2. Moved (Adams), Seconded (Johnson), that the report of the Standards Committee be summarized and presented to the general membership for their consideration and input at the general meeting.

PASSED

The meeting was recessed for dinner at 6:05 P.M. The meeting was reconvened at 7:58 P.M.

H. Readability Committee Report

1. Dr. Bob Williams distributed copies of the Readability Committee's Report and summarized the report. The report is attached.
2. Moved (Adams), Seconded (Johnson), that Bob Williams present the report on the Readability Clearinghouse to the membership at the general meeting and charge the membership with discussing this matter at the Revolutionizing WCRA sessions and report to the Board of Directors at the Saturday morning Board meeting on the response of the membership.

PASSED

I. Study Travel Workshops Report

Royce Adams reported that he would like the membership to discuss this topic at the Revolutionizing WCRA sessions.

J. Error in Balloting by Mail

1. Moved (Adams), Seconded (Devirian), that since the Board's motion made at the fall Executive Board meeting regarding the procedure for balloting by mail (Item A, under Old Business) was not carried out as moved and passed, that the President explain to the general membership at its general meeting this error and that therefore those mail ballots received not be counted.

PASSED

VI. New Business.

A. Awards.

1. Three awards will be given this year. One to Gene Kerstiens for his work as Proceedings Editor. One to Bob Williams for his work as Newsletter Editor. And one to Bill Carnahan for his outstanding service to WCRA.

A. Awards (Cont'd.)

2. Moved (Adams), Seconded (Devirian), that a committee be formed to discuss the formation of a committee for awards and letters of commendation and that a report from that committee be made to the Board at its fall Board meeting.

PASSED

B. IRA-WCRA Simulated Visits.

June Dempsey reported that the International Reading Association and WCRA will co-sponsor the "simulated visits" at the IRA Conference in Anaheim. During this time WCRA will be able to offer memberships, Proceedings, and generally publicize the Association. As a co-sponsor WCRA is in charge of filling the audio-visual needs of the presenters.

C. Conference Credit

1. June Dempsey reported that Whittier College has offered to give 1 unit of credit to those WCRA members paying the fee and for simple attendance at the conference and submission of a paper on the conference sessions attended. Alternatives of offering conference credit were discussed: It was suggested that ~~restrictions should be imposed on which institutions may offer conference credit.~~ It was also suggested that \$5.00 over and beyond the regular pre-conference institute fee be charged so as to pay for that person's membership dues. *fraude funds for WCRA pre-institute costs.*

*Careful consideration
the state
on which...*

2. Moved (Adams), Seconded (Johnson), that the Board establish a policy whereby conference credit not be offered when the instructor is going to financially profit from the course.

PASSED

3. Moved (Johnson), Seconded (Adams), that the selection for the institution(s) offering conference credit be left up to the President-elect as Program Chairperson. *with approval of the President.*

PASSED

D. Conference Business Meetings

June gave the Board an idea of those things she would speak to at the business meetings and asked if there were anything else that needed to be covered. No further additions were suggested.

*This is
Contrary to
Sept 1976
revised
conf. guidelines*

Any person participating in any aspect of the conference with the exception of invited speakers must be a paid member of WCRA.

V. Old Business and Reports (Cont'd.)

K. Honorary Board

1. Roy Sugimoto gave a brief report on the Honorary Board. He suggested it could be an advisory board and made up of any WCRA member. He also stated that both Gene Kerstiens and Frank Christ had expressed interest in an Honorary Board.
2. Moved (Devirian), Seconded (Johnson) that the item on the Honorary Board be tabled until the Saturday Board of Directors Meeting at which time Gene Kerstiens and Frank Christ could join the meeting and express their views on an Honorary Board.

PASSED

L. Membership Report

1. Elizabeth Johnson as ~~Past President~~ in charge of membership gave the membership report. She recommended that the Past President no longer be membership chairperson and that that duty be turned over to the Treasurer. Also that the funds provided to the Past President to carry out that duty be transferred to the Treasurer.
2. Moved (Adams), Seconded (Devirian) that the duties and responsibilities of the membership chairperson be eliminated from the Past President's duties and responsibilities and transferred to those of the Treasurer.
3. Moved (Devirian), Seconded (Adams), that the official address of WCRA be transferred from the address of the Past President to the address of the Treasurer.

PASSED

PASSED

VII. Adjournment

Moved (Johnon) to adjourn the meeting.

PASSED

The meeting was adjourned at 10:37 P.M.

Respectively submitted by

Margaret Coda Devirian
Margaret Coda Devirian
Secretary, WCRA

These minutes have not as yet been approved.

WCRA NEWSLETTER STAFF JOB DESCRIPTIONS

Editor:

The editor assumes entire responsibility for publishing the quarterly newsletter and distributing it to the members.

He is responsible for gathering and editing standard news items and special membership articles.

Working with the executive board he selects the content and supervises the layout in order to meet the board's need of getting information to the membership.

Working with the technical editor, he supervises the layout. Working with the associate editor, he reviews the editorial board's suggestions.

He assumes responsibility for obtaining membership labels and for mailing the newsletter.

Associate Editor:

The associate editor works directly with the state directors to gather news about members and programs.

As a member of the editorial board, the associate editor reviews and edits non-news type articles such as book reviews, manuscripts, etc. When a manuscript or book review arrives, he is responsible for sending copies to the other board members for review and is also responsible for presenting the editor with results of each article decided on by the board.

He works on special projects (under the direction of the editor) such as writing and gathering special news.

He assists, when necessary, in the labeling and mailing of the newsletter.

Technical Editor:

The technical editor is responsible for proofreading and correcting copy for typographical errors.

Working with the editor, he arranges the newsletter layout.

He works on special projects (under the direction of the editor) when necessary.

WCRA PLACEMENT BUREAU
REPORT: 1975-6

During the 1975-6 conference year the Placement Bureau notified interested members of job openings in eight "monthly" mailers, plus a table at the 1976 conference. Total job openings conveyed: 65 . Number of WCRA members presently on mailing list: 85. Average number of mailing list during year: 24.

Expenses:

Envelopes: 583 total
- 164 supp'd by WCRA
419 UCR
x 1.45
\$5.97

Paper: 2 reams
\$2.18 ea.
\$4.36

Mailing: \$75.70

Labels: 3 pgs each mailing
1.63 Labels
1.00 Xeroxing
2.63

Dittoes: \$.44

All college mailing(500 colleges):
Envelopes: .72
Quick copy: 3.75
Mailing: 78.00
\$82.47

Conference: Xerox of job openings 1.28

TOTAL COSTS 1975-6: 173.85

Barbara Tomlinson
Director-WCRA Placement Bureau
Learning and Study Skills Center
University of California at Riverside

Report of the Ad Hoc WCRA
Committee to Investigate the
Resources Available for a
Readability Analysis Clearinghouse

Submitted to the Western College
Reading Association Executive Board

April 7, 1976

by

Committee Co-Chairmen

Jon M. Hagstrom
Columbia Junior College
Columbia, California

Robert T. Williams
Colorado State University
Fort Collins, Colorado

During the Eighth Annual Conference of the Western College Reading Association, the WCRA Executive Board established an ad hoc committee to investigate the resources available for a readability analysis clearinghouse and to make a recommendation to the WCRA membership. Responses to letters of inquiry sent to ERIC, NCTE and IRA are attached. Based upon these letters, our experiences and what we interpret to be the interest of WCRA's membership, we would like to present our report by offering a statement of what We Believe, a summary of what We Observe and concluding with what We Propose.

We Believe

Interest in the readability of instructional material has steadily increased since the first formula was developed in 1921.

Readability of instructional material is of interest to the membership of the Western College Reading Association, mainly instructors and learning facilitators in post secondary institutions.

Knowing the average readability of material is not enough; one needs to know the range of readability and the frequency of passages at various readability levels as well as the average readability.

To make an impact in instructional practice an instructor must have a complete readability report, including analysis worksheets, to know where passages of various difficulty are located.

We Observe

Data gathered from the use of existing formulas is not reported in any systematic, usable form. Many practitioners and researchers have readability analysis available but have not completely reported their analysis, therefore, other practitioners and publishers are not aware of the existing data.

There are many published reports of readability analysis in ERIC and other sources which report results in terms of average readability, in general terms, of student's reading ability.

Publishers rarely specify readability level and when reported it is usually in terms of average readability.

There is not recognized, organized, standardized system of soliciting, reporting, storing, retrieving or disseminating readability analysis information.

We Propose

The Western College Reading Association establish a clearinghouse for readability analysis.

The Western College Reading Association call for proposals for establishing a clearinghouse for readability analysis, that proposals be for seed money only, in that the clearinghouse should be self supporting within three years, and that proposals be submitted so that the clearinghouse could begin operation by September 1, 1976.

That the director of the readability analysis clearinghouse be an ad hoc member of the Western College Reading Association Executive Board.

Tucson, Arizona

Western College Reading Association

Board of Directors Meeting

April 7, 1976

President June Dempsey called the meeting to order at 9:12 A.M. in the Board Room of the Ramada Inn, Tucson, Arizona.

Members present: Past President Elizabeth Johnson, President June Dempsey, President-elect Royce Adams, Secretary Margaret Coda Devirian, and Treasurer Seymour Frog.

Non-voting members present: Parliamentarian Loretta Newman, Newsletter Editor Carol Scarafiotti, and Proceedings Editor Roy Sugimoto.

- I. Call to order. President Dempsey called the meeting to order at 9:12 A.M.
- II. Review of agenda. There were no additions, deletions, or corrections to the agenda.
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- B. Moved (Johnson), Seconded (Devirian) that Item 14, under VI Reports, page 8, be corrected to read "A \$20.00 registration fee which includes cost of Proceedings and \$5.00 for dues be charged."
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Discussion ensued:

June Dempsey suggested that the list of members be broken down by state and published in the Newsletter. The breakdown of members by state was prepared by Gene Kerstiens from the membership list in last summer's Newsletter. June suggested to Seymour that a listing be made of members, broken down by their respective states, in terms of members attendance at the conference.

June Dempsey also suggested that the Treasurer's future reports reflect the \$1000.00 set aside for conferences. This \$1000.00 is set aside yearly by WCRA so WCRA can independently support future conferences and/or pay speakers. Elizabeth Johnson suggested using interest from Savings and Loan to pay speakers. Board members agreed that this was good idea.

June raised the question whether WCRA must submit income tax forms now that it is receiving interest. The incoming Treasurer will check on this with our attorney Mr. Patton.

Vote on motion:

PASSED

V. Old Business

- A. Constitution Committee Report. Elizabeth Johnson gave the Constitution Committee report, distributing the Articles of Incorporation and the revised ByLaws to those present. She explained that the committee couldn't meet the Newsletter deadline so that it could be presented to the membership at least 30 days prior to voting. So she'd like the Board to consider it now so that it can be inserted in a future Newsletter for voting by the membership at the next annual conference.

1. Moved (Adams), Seconded (Prog) that all changes suggested by the Constitution Committee for Article I, Membership, Section 2, be accepted.

PASSED

2. Moved (Adams), Seconded (Devirian) that all changes suggested by the Constitution Committee for Article II, Meetings, be accepted.

PASSED

3. Moved (Adams), Seconded (Prog) that all changes for Article III, Board of Directors, Section 4, be accepted as read.

PASSED

4. Moved (Prog), Seconded (Adams) deletion of sentence "No person shall be eligible to hold any elective office for more than two consecutive terms." from Article IV, Officers, Section 1.

PASSED

5. Moved (Devirian), Seconded (Adams) to delete Item 3a under Article IV, Officers.

PASSED

6. Moved (Devirian), Seconded (Adams) to substitute "chairperson" for "chairman" occurs in the document.

PASSED

7. Moved (Johnson), Seconded (Adams) to delete "...to serve for one year" from Item 3b, Article IV, Officers, in reference to appointment of parliamentarian.

PASSED

8. Moved (Prog), Seconded (Adams) to leave Item 3d, Article IV, Officers, the same; therefore, "Approve personnel of committees" will remain unchanged.

PASSED

9. Moved (Prog), Seconded (Adams) deletion of Item 3f, Article IV, Officers.

PASSED

VA. Constitution Committee Report (Cont'd.)

10. Moved (Devirian), Seconded (Adams) deletion of Item 3g, Article IV, Officers.

PASSED

11. Moved (Johnson), Seconded (Devirian) to strike addition of Item 3d, Article IV, Officers.

PASSED

12. Moved (Adams), Seconded (Johnson) to accept changes of Constitution Committee of Section 1, Article III, Board of Directors.

PASSED

13. Moved (Adams), Seconded (Prog) to accept change of Constitution Committee that "Henceforth wherever reference is made to sex, i.e. 'His-Her' it shall read 'his/her'."

PASSED

14. Moved (Adams), Seconded (Johnson) to renumber items in sequence (a, b, c, and d) for Section 3, Article IV, Officers.

PASSED

15. Moved (Devirian), Seconded (Adams) to change Section 6, Article IV, Officers, to read "The secretary shall be the official custodian of all documents belonging to the corporation, shall record the proceedings of all general and special meetings of the membership and of the Board of Directors, and shall carry out the general secretarial duties of the Association."

PASSED

16. Moved (Adams), Seconded (Devirian) to accept changes as read for Section 7, Article IV, Officers.

PASSED

17. Moved (Devirian), Seconded (Johnson) to accept changes as read for Section 8, Article IV, Officers.

PASSED

The meeting was recessed for lunch at 11:30. The meeting was reconvened at 1:40.

18. Moved (Devirian), Seconded (Adams) to accept changes as read for Article V, Fiscal Year.

PASSED

19. Moved (Adams), Seconded (Johnson) to table Section 3, Items b through f, Article VI, Parliamentary Procedure, for further discussion at Saturday Board of Directors meeting.

PASSED

VA. Constitution Committee Report (Cont'd.)

20. Moved (Adams), Seconded (Devirian) to accept changes as read for Items 3 and 3a, Article VI, Parliamentary Procedure.
PASSED
21. Moved (Devirian), Seconded (Johnson) to insert "by the President" behind "...and shall be called..." and before "...at the written request..." in Section 2, Article II, Meetings.
PASSED
22. Moved (Adams), Seconded (Johnson) to accept Article VII, Quorum, as changed and according to the recommendations of the Constitution Committee.
PASSED
23. Moved (Devirian), Seconded (Prog) to accept changes as read for Article VIII, Affiliations.
PASSED
24. Moved (Johnson), Seconded (Adams) to accept changes as read for Article IX, Initiative, Referendum, and Recall.
PASSED
25. Moved (Prog), Seconded (Adams) to accept changes as read for Section 2, Article X, Amendments.
PASSED

B. WCRA Brochure Report

1. June Dempsey gave the report for Guy Smith. Guy Smith has prepared and printed a new WCRA brochure. These brochures will be distributed to members requesting them, to new members as they apply for membership, and to western institutions of higher education. Margaret Devirian through her institution, California State University Long Beach, which handle mailing of the brochures to the western region institutions.

PASSED
2. Moved (Johnson), Seconded (Adams) to thank Margaret Devirian and her institution for the offer to send out the new WCRA brochure to western region institutions of higher education and to authorize her to do so.

PASSED
3. Moved (Johnson), Seconded (Prog) that the Board of Directors prepare a resolution thanking Mr. Guy Smith for his work in preparing the new WCRA brochure.

PASSED

C. Newsletter Report

1. Carol Scarafiotti, Newsletter Editor, gave the report. She suggested that the mailing costs for the Newsletters needs to be lessened. Last November's issue cost around \$175.00 to mail. Discussion followed. There was general Board agreement that the Newsletter continue to be sent out first class mail. It was also suggested that Carol look into lighter weight paper.
2. Moved (Johnson), Seconded (Adams) that the return address on the Newsletter be the address of the Newsletter Editor.

PASSED

3. Carol Scarafiotti will change the Newsletter deadline dates to reflect the conference dates. She also asked for suggestions for improvements and additions to the Newsletter. Discussion ensued. Suggestions were made that features of particular topics of interest be run, a section on upcoming conferences and meetings be regularly run, and that advertizing be solicited.
4. Moved (Johnson), Seconded (Adams) that the job descriptions for the Newsletter staff be included as attachments to these minutes.

PASSED

D. Guidelines for Submitting a Conference Proposal Report

1. Dr. Jerry Rainwater made some further comments on the "Guidelines for Submitting a Conference Proposal."
2. Moved (Johnson), Seconded (Devirian) that the "Guidelines for Submitting a Conference Proposal" be accepted as amended.

PASSED

E. Proceedings Report

1. Roy Sugimoto, Proceedings Editor, gave his report on the Proceedings. About \$2700.00 were paid for this past year's Proceedings. No cost advertisement was requested for the Journal of Reading and the Library Association Journal. An advertisement for the Proceedings has appeared in The Reading Teacher. Roy also reported that the printer has estimated a \$100 to \$150 increase in printing costs for this year's Proceedings. Brief discussion ensued on the errors in publicized costs of the Proceedings. The errors will be corrected.

E. Proceedings Report (Cont'd.)

2. Moved (Johnson), Seconded (Adams) that the Board of Directors authorize the Editor of the Proceedings to make any arrangement for expenditures as necessary for this Conference's Proceedings.

PASSED

F. Placement Bureau Report

1. The report for the Placement Bureau was given by its director, Barbara Tomlinson. Her report is attached.
2. Moved (Porg), Seconded (Johnson) to reimburse Barbara Tomlinson \$110.00 for costs incurred as Chairperson of the Placement Bureau.

PASSED

3. Discussion ensued on whether or not to charge members extra for the use of the Placement Bureau's services. June Dempsey pointed out that this question had been asked before at a previous Board Meeting and that the Board members at that time felt that since the Placement Bureau is one of the few services provided to members and that since it also is a drawing card for prospective members, that no extra charge for its use should be incurred by members. This Board also agreed.

4. Moved (Adams), Seconded (Johnson) that \$150.00 be set aside in the budget for the operation of the Placement Bureau during this coming conference year.

PASSED

5. Barbara Tomlinson will be preparing a list of suggestions for people looking for a job. The topic of interviewing and how to get a job was also suggested as a possible Pre-conference Institute or section.
6. Moved (Johnson), Seconded (Prog) the acceptance of Barbara Tomlinson's report.

PASSED

G. Standards Committee Report

1. Barbara Tomlinson gave the report for the Standards Committee. Her intent is to be able to have the guidelines published in an upcoming Newsletter so that voting may occur at next year's conference. She proposes accreditation of reading and/or study skill centers or possibly only written guidelines. She further suggests different guidelines for various types of programs and that in the beginning accreditation teams would work on a donated basis, release time, etc. She enumerated several things which might be covered by the guidelines.

G. Standards Committee Report (Cont'd.)

2. Moved (Adams), Seconded (Johnson), that the report of the Standards Committee be summarized and presented to the general membership for their consideration and input at the general meeting.

PASSED

The meeting was recessed for dinner at 6:05 P.M. The meeting was reconvened at 7:58 P.M.

H. Readability Committee Report

1. Dr. Bob Williams distributed copies of the Readability Committee's Report and summarized the report. The report is attached.
2. Moved (Adams), Seconded (Johnson) that Bob Williams present the report on the Readability Clearinghouse to the membership at the general meeting and charge the membership with discussing this matter at the Revolutionizing WCRA sessions and report to the Board of Directors at the Saturday morning Board meeting on the response of the membership.

PASSED

I. Study Travel Workshops Report

Royce Adams reported that he would like the membership to discuss this topic at the Revolutionizing WCRA sessions.

J. Error in Balloting by Mail

Moved (Adams), Seconded (Devirian), that since the Board's motion made at the fall Executive Board meeting regarding the procedure for balloting by mail (Item A, under Old Business) was not carried out as moved and passed, that the President explain to the general membership at its general meeting this error and that therefore those mail ballots received not be counted.

PASSED

VI. New Business

A. Awards

1. Three awards will be given this year. One to Gene Kerstiens for his work as Proceedings Editor. One to Bob Williams for his work as Newsletter Editor. And one to Bill Carnahan for his outstanding service to WCRA.

A. Awards (Cont'd.)

2. Moved (Adams), Seconded (Devirian) that a committee be formed to discuss the formation of a committee for awards and letters of commendation and that a report from that committee be made to the Board at its fall Board meeting.

PASSED

B. IRA-WCRA Simulated Visits

Dempsey reported that the International Reading Association and WCRA will co-sponsor the "simulated visits" at the IRA Conference in Anaheim. During this time WCRA will be able to offer memberships, Proceedings, and generally publicize the Association. As a co-sponsor WCRA is in charge of filling the audio-visual needs of the presenters.

C. Conference Credit

1. June Dempsey reported that Whittier College has offered to give 1 unit of credit to those WCRA members paying the fee and for simple attendance at the conference and submission of a paper on the conference sessions attended. Alternatives of offering conference credit were discussed. It was suggested that restrictions should be imposed on which institutions may offer conference credit. It was also suggested that \$5.00 over and beyond the regular pre-conference institute fee be charged so as to pay for that person's membership dues.
2. Moved (Adams), Seconded (Johnson) that the Board establish a policy whereby conference credit not be offered when the instructor is going to financially profit from the course.
3. Moved (Johnson), Seconded (Adams) that the selection for the institution(s) offering conference credit be left up to the President-elect as Program Chairperson.

PASSED

PASSED

D. Conference Business Meetings

June gave the Board an idea of those things she would speak to at the business meetings and asked if there were anything else that needed to be covered. No further additions were suggested.

V. Old Business and Reports (Cont'd.)

K. Honorary Board

1. Roy Sugimoto gave a brief report on the Honorary Board. He suggested it could be an advisory board and made up of any WCRA member. He also stated that both Gene Kerstiens and Frank Christ had expressed interest in an Honorary Board.
2. Moved (Devirian), Seconded (Johnson) that the item on the Honorary Board be tabled until the Saturday Board of Directors Meeting at which time Gene Kerstiens and Frank Christ could join the meeting and express their views on an Honorary Board.

PASSED

L. Membership Report

1. Elizabeth Johnson as Past President in charge of membership gave the membership report. She recommended that the Past President no longer be membership chairperson and that that duty be turned over to the Treasurer. Also that the funds provided to the Past President to carry out that duty be transferred to the Treasurer.
2. Moved (Adams), Seconded (Devirian) that the duties and responsibilities of the membership chairperson be eliminated from the Past President's duties and responsibilities and transferred to those of the Treasurer.
3. Moved (Devirian), Seconded (Adams) that the official address of WCRA be transferred from the address of the Past President to the address of the Treasurer.

PASSED

PASSED

VII. Adjournment

Moved (Johnon) to adjourn the meeting.

PASSED

The meeting was adjourned at 10:37 P.M.

Respectively submitted by

Margaret Coda Devirian
Margaret Coda Devirian
Secretary, WCRA

These minutes have not as yet been approved.

WCRA NEWSLETTER STAFF JOB DESCRIPTIONS

Editor:

The editor assumes entire responsibility for publishing the quarterly newsletter and distributing it to the members.

He is responsible for gathering and editing standard news items and special membership articles.

Working with the executive board he selects the content and supervises the layout in order to meet the board's need of getting information to the membership.

Working with the technical editor, he supervises the layout. Working with the associate editor, he reviews the editorial board's suggestions.

He assumes responsibility for obtaining membership labels and for mailing the newsletter.

Associate Editor:

The associate editor works directly with the state directors to gather news about members and programs.

As a member of the editorial board, the associate editor reviews and edits non-news type articles such as book reviews, manuscripts, etc. When a manuscript or book review arrives, he is responsible for sending copies to the other board members for review and is also responsible for presenting the editor with results of each article decided on by the board.

He works on special projects (under the direction of the editor) such as writing and gathering special news.

He assists, when necessary, in the labeling and mailing of the newsletter.

Technical Editor:

The technical editor is responsible for proofreading and correcting copy for typographical errors.

Working with the editor, he arranges the newsletter layout.

He works on special projects (under the direction of the editor) when necessary.

April 7, 1976
Attachment #2

WCRA PLACEMENT BUREAU
REPORT: 1975-6

During the 1975-6 conference year the Placement Bureau notified interested members of job openings in eight "monthly" mailers, plus a table at the 1976 conference. Total job openings conveyed: 65 . Number of WCRA members presently on mailing list: 85. Average number of mailing list during year: 24.

Expenses:

Envelopes: 583 total
- 164 supp'd by WCRA
419 UCR
x 1.45
\$5.97

Paper: 2 reams
\$2.18 ea.
\$4. 36

Mailing: \$75.70

Labels: 3 pgs each mailing
1.63 Labels
1.00 Xeroxing
2.63

Dittoes: \$.44

All college mailing(500 colleges
Envelopes: .72
Quick copy: 3.75
Mailing: 78.00
\$82.47

Conference: Xerox of job openings 1.28

TOTAL COSTS 1975-6: 173.85

Barbara Tomlinson
Director-WCRA Placement Bureau
Learning and Study Skills Center
University of California at Riverside

April 7, 1976
Attachment #3

Report of the Ad Hoc WCRA
Committee to Investigate the
Resources Available for a
Readability Analysis Clearinghouse

Submitted to the Western College
Reading Association Executive Board

April 7, 1976

by

Committee Co-Chairmen

Jon M. Hagstrom
Columbia Junior College
Columbia, California

Robert T. Williams
Colorado State University
Fort Collins, Colorado

During the Eighth Annual Conference of the Western College Reading Association, the WCRA Executive Board established an ad hoc committee to investigate the resources available for a readability analysis clearinghouse and to make a recommendation to the WCRA membership. Responses to letters of inquiry sent to ERIC, NCTE and IRA are attached. Based upon these letters, our experiences and what we interpret to be the interest of WCRA's membership, we would like to present our report by offering a statement of what We Believe, a summary of what We Observe and concluding with what We Propose.

We Believe

Interest in the readability of instructional material has steadily increased since the first formula was developed in 1921.

Readability of instructional material is of interest to the membership of the Western College Reading Association, mainly instructors and learning facilitators in post secondary institutions.

Knowing the average readability of material is not enough; one needs to know the range of readability and the frequency of passages at various readability levels as well as the average readability.

To make an impact in instructional practice an instructor must have a complete readability report, including analysis worksheets, to know where passages of various difficulty are located.

We Observe

Data gathered from the use of existing formulas is not reported in any systematic, usable form. Many practitioners and researchers have readability analysis available but have not completely reported their analysis, therefore, other practitioners and publishers are not aware of the existing data.

There are many published reports of readability analysis in ERIC and other sources which report results in terms of average readability, in general terms, of student's reading ability.

Publishers rarely specify readability level and when reported it is usually in terms of average readability.

There is not recognized, organized, standardized system of soliciting, reporting, storing, retrieving or disseminating readability analysis information.

We Propose

The Western College Reading Association establish a clearinghouse for readability analysis.

The Western College Reading Association call for proposals for establishing a clearinghouse for readability analysis, that proposals be for seed money only, in that the clearinghouse should be self supporting within three years, and that proposals be submitted so that the clearinghouse could begin operation by September 1, 1976.

That the director of the readability analysis clearinghouse be an ad hoc member of the Western College Reading Association Executive Board.

Western College Reading Association

General Business Meeting

April 8, 1976

The General Business Meeting of the Western College Reading Association met in Tucson, Arizona, at the Ramada Inn, April 8, 1976. President June Dempsey presiding.

I. CALL TO ORDER

President June Dempsey called the meeting to order at 1:50 P.M.

II. MINUTES

A. Secretary Devirian read the minutes of the General Business Meeting held in Anaheim on March 20, 1975. It was noted that Seymour Prog was not nominated from the floor but was one of the two candidates for Treasurer nominated by the nominating committee.

B. Moved (Elizabeth Johnson), Seconded (Irwin Joffe), that the minutes stand approved as corrected.

PASSED

C. Secretary Devirian highlighted the Board of Directors minutes for April 7, 1976.

III. TREASURER'S REPORT

A. Treasurer Prog gave the Treasurer's Report. This same report had been distributed to members present. (see attachment).

B. Moved (Robert Williams), Seconded (Jim Arnold), that the Treasurer's Report stand approved as read.

PASSED

IV. ANNOUNCEMENTS AND REPORTS

A. President Dempsey reported that the conference site for the 1977 conference will be the Cosmopolitan Hotel in Denver with Elaine Cohen and Natalie Hoffman as Co-Conference Managers. She also stated that for the 1978 conference firm bids from Salt Lake City and Seattle and tentative bids from Las Vegas, Hawaii, and Southern California were being considered. Conference guidelines will be available soon after the end of this conference for any^{one} wishing to put in a conference bid. June Dempsey also stated that any motions involving a financial obligation by the Association should be submitted in writing to the Board of Directors prior to the conference.

IV. ANNOUNCEMENTS AND REPORTS (Cont'd.)

B. Standards Committee

Barbara Tomlinson gave a brief report of that committee asking that the membership consider this item at their Revolutionizing WCRA sessions. It involves the Association acting as an accrediting agency and/or establishing guidelines.

C. Readability Committee

Robert Williams gave the report for the committee for investigating the establishment of a readability clearinghouse. He suggested that this be an item of consideration during the Revolutionizing WCRA sessions.

President Dempsey stated that the Board has taken no action on these matters because they wished the input of the membership. The Board will reconsider both of these above items on Saturday after the membership in attendance has an opportunity to react to them.

D. Balloting Committee

1. President Dempsey stated that the inclusion of an absentee ballot in the Newsletter was in violation of the motion regarding the procedure for piloting an absentee ballot (Exe. Brd. Mtng., Sept. 20, 1975) and that therefore the two ballots received have been destroyed.

2. President Dempsey summarized the reports of the Balloting Committee. Two reports were submitted to the Board--a majority and minority report. The majority report essentially recommended that balloting remain as it. The minority report recommended that an absentee balloting system be used. June stated that the Board of Directors has taken both reports under advisement and will be discussing the matter at its Saturday Board meeting. Anyone interested in this matter should attend and make their feelings known.

V. NEW BUSINESS

A. WCRA Brochure

President Dempsey reported that a new WCRA brochure has been prepared by Guy Smith and urged the membership to write to their state directors or directly to Guy Smith for a copy.

B. Newsletter Report

Newsletter Editor Carol Scarafiotti announced that the WCRA Newsletter needs the membership's input.

VI. ADJOURNMENT

Moved (Jim Arnold) to adjourn the meeting.
PASSED

The meeting was adjourned at 2:15 P.M.

Respectively Submitted by

Margaret Coda Devirian
Margaret Coda Devirian
Secretary, WCRA

These minutes have not as yet been approved.

*William
Kersters.*

Western College Reading Association

General Business Meeting

April 8, 1976

Extra

The General Business Meeting of the Western College Reading Association met in Tucson, Arizona, at the Ramada Inn, April 8, 1976. President June Dempsey presiding.

I. CALL TO ORDER

President June Dempsey called the meeting to order at 1:50 P.M.

II. MINUTES

A. Secretary Devirian read the minutes of the General Business Meeting held in Anaheim on March 20, 1975. It was noted that Seymour Prog was not nominated from the floor but was one of the two candidates for Treasurer nominated by the nominating committee.

B. Moved (Elizabeth Johnson), Seconded (Irwin Joffe), that the minutes stand approved as corrected.

PASSED

C. Secretary Devirian highlighted the Board of Directors minutes for April 7, 1976.

III. TREASURER'S REPORT

A. Treasurer Prog gave the Treasurer's Report. This same report had been distributed to members present. (see attachment).

B. Moved (Robert Williams), Seconded (Jim Arnold), that the Treasurer's Report stand approved as read.

PASSED

IV. ANNOUNCEMENTS AND REPORTS

A. President Dempsey reported that the conference site for the 1977 conference will be the Cosmopolitan Hotel in Denver with Elaine Cohen and Natalie Hoffman as Co-Conference Managers. She also stated that for the 1978 conference firm bids from Salt Lake City and Seattle and tentative bids from Las Vegas, Hawaii, and Southern California were being considered. Conference guidelines will be available soon after the end of this conference for any^{one} wishing to put in a conference bid. June Dempsey also stated that any motions involving a financial obligation by the Association should be submitted in writing to the Board of Directors prior to the conference.

IV. ANNOUNCEMENTS AND REPORTS (Cont'd.)

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President Dempsey reported that a new WCRA brochure has been prepared by Guy Smith and urged the membership to write to their state directors or directly to Guy Smith for a copy.

B. Newsletter Report

Newsletter Editor Carol Scarafiotti announced that the WCRA Newsletter needs the membership's input.

VI. ADJOURNMENT

Moved (Jim Arnold) to adjourn the meeting.
PASSED

The meeting was adjourned at 2:15 P.M.

Respectively Submitted by

Margaret Coda Devirian
Margaret Coda Devirian
Secretary, WCRA

These minutes have not as yet been approved.

April 8, 1976
Attachment

April 4, 1976

WESTERN COLLEGE REFORM ASSOCIATION

TREASURER'S REPORT
(Seymour Prog)

INCOME

Received from former Treasurer (Ruth Purdy) \$11,400.34

Receipts to April 4, 1976

Dues	\$ 3490.00
* Conference, 1976	9369.50
Exhibitors, 1976	1625.00
Proceedings	<u>7013.76</u>

Total Receipts \$13,498.26

Expenditures to April 4, 1976

Newsletter	\$ 1358.28
Proceedings	2746.40
WURA Brochures	49.67
Office Supplies, Postage	334.91
Fall Board Meeting	666.50
Past Presidents' Expense (Hemb.)	228.31
Constitution Committee	544.62
Refunds	73.76
Misc.	<u>32.96</u>

Total Expended \$5,035.85

Balance 4/5/76 \$ 12,862.75

Cash in Checking Account (Security Pacific) \$ 9,704.57

On Deposit in Savings & Loan (Mercury) 9,100.00
Interest earned on above 474.62

\$19,279.19

Seymour Prog
Treasurer

April 4, 1976

WESTERN COLLEGE READING ASSOCIATION

TREASURER'S REPORT
(Seymour Prog)

INCOME

Received from former Treasurer (Ruth Purdy) \$11,400.34

Receipts to April 4, 1976

Dues	\$ 1,490.00
* Conference, 1976	9369.50
Exhibitors, 1976	1625.00
Proceedings	<u>1013.76</u>

Total Receipts \$13,498.26

Expenditures to April 4, 1976

Newsletter	\$ 1258.28
Proceedings	2746.40
WCRA Brochures	49.31
Office Supplies, Postage	334.91
Fall Board Meeting	666.50
Past Presidents' Expense (Homb.)	233.31
Constitution Committee	544.52
Refunds	73.76
Misc.	<u>32.95</u>

Total Expended \$5,035.85

Balance 4/5/76 \$ 13,462.75

Cash in Checking Account (Security Pacific) \$ 1,704.57

On Deposit in Savings & Loan (Harcory) 9,100.00
Interest earned on above 74.62

\$10,879.19

Seymour Prog
Treasurer

ATTACHMENT #2

DISCUSSION ON BOARD POLICY STATEMENT

In the past, it has been Board policy to pay for travel, food and lodging for the Fall Board meeting, once the meeting has convened.

After much discussion, the following policy statement was drawn up:

The WCRA Executive Board will pay travel from portal to portal as authorized by the President. The Board will pay for lodging plus per diem of \$15.00. If member elects to travel to and from the meetings by ground transportation, reimbursement will not exceed the amount of coach air fare. Ground transportation will be paid at the rate of 15¢ per mile. Any costs incurred during the meeting or related to the business of the Board will be paid by WCRA upon authorization of the Board.

Exception to the above ruling will be applied to the Annual Conference Board meetings. No travel, lodging, or per diem will be paid during the actual dates of the annual conference. However, when Board meetings are called prior to the opening or after the closing of the annual conference, Board members will be reimbursed for lodging and per diem unless paid or reimbursed by the school.

Members invited to Board meetings for official business purposes, may, upon authorization of the Board, be reimbursed for transportation, per diem and lodging.

* * * * *

Western College Reading Association

General Business Meeting

April 9, 1976

The General Business Meeting of the Western College Reading Association met in Tucson, Arizona, at the Ramada Inn, April 9, 1976. President June Dempsey presiding.

I. CALL TO ORDER

President June Dempsey called the meeting to order at 1:40 P.M.

II. ANNOUNCEMENTS

A. Barbara Oakman, Co-Conference Manager, announced that a cassette recorder was missing, that there will hopefully be two buses to Nogales, and that members are not to forget the Bar-B-Que on Friday night.

B. June Dempsey announced a change in the program.

III. REPORTS

A. Elizabeth Johnson gave the Constitution Committee report. Copies of the Articles of Incorporation and the revised Bylaws were made available to members. The revisions of the Bylaws by the Board of Directors will be published in a forthcoming Newsletter so that members can have a chance to look them over carefully before voting on the Bylaws at the next annual conference.

B. Gene Kerstiens, Chairperson of the Nominating Committee reported on the procedure used to choose a list of nominees for office. He introduced the past presidents which comprised the Nominating Committee. Gene Kerstiens stated that he had asked the past presidents to suggest nominees for each office. After all names were in, Gene Kerstiens then contacted all prospective candidates to see whether or not they were interested in or able to run for office. Of the ones suggested for each office and willing and able to run, the top two for each post were presented to the President.

IV. ELECTION OF OFFICERS

A. June Dempsey explained the procedure she would use in running the elections. First the nominees for each office as suggested ~~by the Nominating Committee will be introduced and then~~ nominations from the floor will be taken. After nominations for each of the three offices are closed, each candidate for the offices will give a brief speech. Then voting will take place.

IV. ELECTION OF OFFICERS (Continued)

B. Nominees introduced and nominations from floor opened.

The two nominees for Treasurer: E. Coston Frederick
Seymour Prog

Request for nominations from the floor. None.

Moved (Cunningham), Seconded (Purdy), that the nominations for Treasurer be closed.

PASSED

The two nominees for Secretary: John D. Maloney
Barbara Oakman

Request for nominations from the floor. None.

Moved (Johnson), Seconded (Hollingsworth) that the nominations for Secretary be closed.

PASSED

The two nominees for President-elect: Margaret Coda Devirian
Horst G. Taschow

Request for nominations from the floor. None.

Moved (Arnold), Seconded (Kahn), that the nominations for President-elect be closed.

PASSED

C. Nominees for office gave speeches in order that they were introduced.

D. Past Presidents distributed and collected ballots.

V. KEYNOTE SPEECH AND AWARDS

A. President Dempsey announced that no contribution by members will have to be made for the entertainment at the Bar-B-Que due to the generosity of Pima Community College.

B. President Dempsey introduced Louise Haugh, Co-Conference Manager, who in turn introduced Patricia Heard, the Keynote Speaker.

C. The publishers' drawing was held--Elaine Cohen was the winner.

D. President Dempsey extended her thanks to the publishers for their fine exhibits and to P.A.R. Publishers who are hosting the complimentary champagne tonight before the Bar-B-Que.

E. President Dempsey asked Jerry Rainwater to come forward. Jerry presented an award to Dr. Bob Williams for his fine work as past Newsletter Editor.

F. President Dempsey asked Irwin Joffe to come forward. Irwin presented an award to Gene Kerstiens for his fine work as past Proceedings Editor.

G. Gene Kerstiens presented an award to Bill Carnahan for outstanding service to WCRA.

V. KEYNOTE SPEECH AND AWARDS (Continued)

H. June Dempsey presented her gift to the Association upon her retirement as WCRA President. She presented a gavel to the in-coming President, Royce Adams.

I. Royce Adams presented a plaque to June Dempsey for her services to WCRA as President.

VI. RESULTS OF VOTING

Treasurer: Seymour Prog
Secretary: Barbara Oakman
President-elect: Margaret Devirian

VII. ADJOURNMENT:

The meeting was adjourned at 3:00 P.M.

Respectively submitted by

Margaret Coda Devirian

Margaret Coda Devirian
Secretary, WCRA

These minutes have not as yet been approved.

*Minutes
William*

Western College Reading Association

General Business Meeting

April 9, 1976

The General Business Meeting of the Western College Reading Association met in Tucson, Arizona, at the Ramada Inn, April 9, 1976. President June Dempsey presiding.

I. CALL TO ORDER

President June Dempsey called the meeting to order at 1:40 P.M.

II. ANNOUNCEMENTS

A. Barbara Oakman, Co-Conference Manager, announced that a cassette recorder was missing, that there will hopefully be two buses to Nogales, and that members are not to forget the Bar-B-Que on Friday night.

B. June Dempsey announced a change in the program.

III. REPORTS

A. Elizabeth Johnson gave the Constitution Committee report. Copies of the Articles of Incorporation and the revised Bylaws were made available to members. The revisions of the Bylaws by the Board of Directors will be published in a forthcoming Newsletter so that members can have a chance to look them over carefully before voting on the Bylaws at the next annual conference.

B. Gene Kerstiens, Chairperson of the Nominating Committee reported on the procedure used to choose a list of nominees for office. He introduced the past presidents which comprised the Nominating Committee. Gene Kerstiens stated that he had asked the past presidents to suggest nominees for each office. After all names were in, Gene Kerstiens then contacted all prospective candidates to see whether or not they were interested in or able to run for office. Of the ones suggested for each office and willing and able to run, the top two for each post were presented to the President.

IV. ELECTION OF OFFICERS

A. June Dempsey explained the procedure she would use in running the elections. First the nominees for each office as suggested by the Nominating Committee will be introduced and then nominations from the floor will be taken. After nominations for each of the three offices are closed, each candidate for the offices will give a brief speech. Then voting will take place.

IV. ELECTION OF OFFICERS (Continued)

- B. Nominees introduced and nominations from floor opened.

The two nominees for Treasurer: E. Coston Frederick
Seymour Prog

Request for nominations from the floor. None.

Moved (Cunningham), Seconded (Purdy), that the nominations for Treasurer be closed.

PASSED

The two nominees for Secretary: John D. Maloney
Barbara Oakman

Request for nominations from the floor. None.

Moved (Johnson), Seconded (Hollingsworth) that the nominations for Secretary be closed.

PASSED

The two nominees for President-elect: Margaret Coda Devirian
Horst G. Taschow

Request for nominations from the floor. None.

Moved (Arnold), Seconded (Kahn), that the nominations for President-elect be closed.

PASSED

- C. Nominees for office gave speeches in order that they were introduced.

- D. Past Presidents distributed and collected ballots.

V. KEYNOTE SPEECH AND AWARDS

- A. President Dempsey announced that no contribution by members will have to be made for the entertainment at the Bar-B-Que due to the generosity of Pima Community College.
- B. President Dempsey introduced Louise Haugh, Co-Conference Manager, who in turn introduced Patricia Heard, the Keynote Speaker.
- C. The publishers' drawing was held--Elaine Cohen was the winner.
- D. President Dempsey extended her thanks to the publishers for their fine exhibits and to P.A.R. Publishers who are hosting the complimentary champagne tonight before the Bar-B-Que.
- E. President Dempsey asked Jerry Rainwater to come forward. Jerry presented an award to Dr. Bob Williams for his fine work as past Newsletter Editor.
- F. President Dempsey asked Irwin Joffe to come forward. Irwin presented an award to Gene Kerstiens for his fine work as past Proceedings Editor.
- G. Gene Kerstiens presented an award to Bill Carnahan for outstanding service to WCPA.

V. KEYNOTE SPEECH AND AWARDS (Continued)

H. June Dempsey presented her gift to the Association upon her retirement as WCRA President. She presented a gavel to the in-coming President, Royce Adams.

I. Royce Adams presented a plaque to June Dempsey for her services to WCRA as President.

VI. RESULTS OF VOTING

Treasurer: Seymour Prog
Secretary: Barbara Oakman
President-elect: Margaret Devirian

VII. ADJOURNMENT:

The meeting was adjourned at 3:00 P.M.

Respectively submitted by

Margaret Coda Devirian

Margaret Coda Devirian
Secretary, WCRA

These minutes have not as yet been approved.

Western College Reading Association

Board of Directors Meeting

April 10, 1976

President June Dempsey called the meeting to order at 9:15 A.M. in the Board Room of the Ramada Inn, Tucson, Arizona.

Members present: Past President Elizabeth Johnson, President June Dempsey, President-elect Royce Adams, Secretary Margaret Devirian, and Treasurer Seymour Prog.

Non-voting members present: Patricia Heard, Gene Kerstiens, Dick Lyman, David McCarthy, Loretta Newman, Barbara Oakman, Becky Patterson, and Carel Scarafioti, Irwin Joffe, Jerry Rainwater, Frank Christ, and Charles Stern.

Guest: Julian Foster and Charles Stern.

I. CALL TO ORDER

President June Dempsey called the meeting to order at 9:15 A.M.

II. REPORTS

A. President Dempsey introduced the exhibitors present-- Charles Stern from College Skills and Julian Foster from McGraw Hill. She asked them for their comments on the conference, especially as it applied to exhibitors.

1. Charles Stern felt that the Conference was very successful. He had several suggestions to make: section should be scheduled for exhibitors as presenters, exhibit time should be scheduled in with no conflicting sections, if hospitality refreshments offered by one publisher, all publishers should be able to offer hospitality refreshments together.
2. Julian Foster also felt the Conference was successful, but had several suggestions for improvements. Suggested extra tables be placed around exhibit hall for members' things. Extra chairs and wastepaper baskets placed around. Possibly a bag check available.

B. President Dempsey introduced the State Directors or their representatives and asked for their reports.

1. David McCarthy, Washington State Director, gave his report. He stated that Washington has about 15 members. He asked that a more detailed description of the duties and responsibilities of a State Director be made available.

B. State Directors' Reports (Cont'd.)

2. Becky Patterson, Alaska State Director, gave her report. She stated that 5 people had come to the conference from Alaska and that the Alaskan members haven't really gotten together except at this conference.
3. Pat Heard, representing Texas, gave her report. She stated that at their regional meeting Oklahoma, Texas, and New Mexico had discussed putting in a bid for hosting a conference. Also they had discussed WCRA acting as an accrediting agency and most felt that because of the variety of programs, accreditation was threatening. In regards to readability, most felt that the best thing would be to work toward the textbook publishers publishing the readability within each text.
4. Dick Lyman, Northern California State Director, gave his report. First, he felt that it was inappropriate for Hawaii to be lumped in their regional meeting during the conference. He stated that most of the Northern Californians attending the conference regional meeting favored an evaluative team approach but not necessarily accreditation.
5. Barbara Oakman, Arizona State Director, gave her report. She stated that she didn't do much in her capacity as State Director because of her duties as Co-conference Manager. She requested specific guidelines for State Directors.
6. Margaret Devirian, representing Southern California, gave her report. California State University, Long Beach will be offering an area meeting on Oct. 22nd. Most of those present at the regional meetings held during the conference disfavored accreditation but favored guidelines.
7. President Dempsey discussed how State Director appointments are made--the Past President appoints State Directors; however, it is the responsibility of the outgoing State Director to make recommendations. June will spell this procedure out in an upcoming Newsletter. She also suggested that conference sites could be on a regional rotational basis. Discussion followed. A lengthy discussion ensued on the boundaries of WCRA.

III. OLD BUSINESS

A. Constitution Committee Report

1. Moved (Adams), Seconded (Prog) that we continue to hold general elections at conference site and in addition to provide in all Newsletter information to the membership that they can write in for an absentee ballot with provisions for write-ins and that these absentee ballots be requested from the Chairperson of the Nominating Committee.

Moved (Johnson), Seconded (Devirian) to amend to above motion to read "...and that these absentee ballots be requested from the Membership Chairperson."

PASSED

Vote on main motion.

PASSED

2. Moved (Devirian), Seconded (Johnson) to rescind approval of Item 3 up to Item 3a, Article VI, Parliamentary Procedure, as amended.

PASSED

3. Moved (Adams), Seconded (Johnson) to rescind approval of Item 3a, Article VI, Parliamentary Procedure.

PASSED

4. Moved (Adams), Seconded (Johnson) to change Item 3a to read "...in a face to face meeting, select and obtain...." inserted immediately after "The nominating committee will..."

PASSED

5. Moved (Johnson), Seconded (Prog) to change Item 3, Article VI, Parliamentary Procedure, as read.

PASSED

The meeting was recessed at 12:20 P.M. in order to change rooms.
The meeting was reconvened at 1:00 P.M.

6. Moved (Johnson), Seconded (Devirian) to delete Item 3b, Article VI, Parliamentary Procedure.

PASSED

7. Moved (Johnson), Seconded (Adams) to delete Item 3c, Article VI, Parliamentary Procedure.

PASSED

A. Constitution Committee Report (Cont'd.)

8. Moved (Johnson), Seconded (Adams) to delete Item 3d, Article VI, Parliamentary Procedure.
PASSED

9. Moved (Johnson), Seconded (Adams) to insert the word "known" after the word "made" and before the word "at" in Item 3e, now Item 3b, Article VI, Parliamentary Procedure.
PASSED

10. Moved (Johnson), Seconded (Adams) to delete the phrase "by any member" from Item 3f, now Item 3c, Article VI, Parliamentary Procedure.
PASSED

11. Moved (Adams), Seconded (Johnson) to delete the last sentence in Item 3f, Article VI, Parliamentary Procedure, now Item 3c.
PASSED

12. Moved (Johnson), Seconded (Adams) to accept the revision of the Bylaws as amended by the Board of Directors.

Amended Bylaws are attached. PASSED

B. Bob Griffin Ill

1. June Dempsey noted that Bob Griffin, a Past President, was ill and unable to attend the conference.
2. Moved (Devirian), Seconded (Adams) that Elizabeth Johnson send a get well telegram to Bob Griffin for the Board of Directors.
PASSED

The meeting was recessed for lunch at 1:15 P.M. The meeting was reconvened at 1:45 P.M.

C. Membership List

It was suggested that member's institution and location of institution (city) be added to application and membership list.

D. Conference Guidelines

1. Moved (Adams), Seconded (Prog) that the following be inserted under responsibilities and obligations of the bidder, Item 1: "Submit to nearby institutions within the state or region information concerning the conference proposal."
PASSED

D. Conference Guidelines (Cont'd.)

2. Moved (Adams), Seconded (Johnson) that an Item C be added under IV, Accompanying Bids from Hotels/Motels, which reads: "Statements concerning the following recommendations:
 1. Complimentary lodging for Board members at the fall Board meeting and/or conference managers' visit to inspect facilities.
 2. Transportation to and from airport for charter flights."

PASSED

Amended Conference Guidelines are attached.

E. Honorary Board

1. It had been suggested by Gene Kerstiens and Frank Christ that another Past President be added to the Board as an honorary member so as to provide continuity.
2. Moved (Devirian), Seconded (Adams) to table this matter of an Honorary Board until the fall Board meeting.

PASSED

F. Standards Committee

1. Royce Adams summarized State Directors' input on this matter. They were in favor of guidelines and assistance teams, but not in favor of accreditation.
2. President Dempsey asked Barbara Tomlinson to work on guidelines and to present her report to the fall Board meeting. Barbara will foment discussion on this matter through the Newsletter and June will contact the State Directors in regard to this matter.
3. Moved (Adams), Seconded (Devirian) that the committee investigating guidelines formerly known as the Standards Committee will now be known as the Guidelines Committee and its chairperson will be Barbara Tomlinson.

PASSED

G. Readability Clearinghouse Committee

1. It was reported that there was a variety of feelings on this matter and much interest.
2. Moved (Adams), Seconded (Johnson) to table discussion of a readability clearinghouse until the fall Board meeting.

PASSED

H. 1978 Conference Site

President Dempsey reported that Seattle does not seem that firm for 1978--we need to be in direct contact with the Seattle members. Salt Lake City has withdrawn their bid. Therefore, we have no firm bid for 1978. Margaret Devirian will investigate the Long Beach area bidding and June Dempsey will investigate a bid from Texas.

During the Board of Directors Meeting of this date, President Dempsey transferred the presidential duties and responsibilities to President-elect Royce Adams who officially became President of WCRA. President Royce Adams proceeded with the meeting. Secretary Devirian passed duties to Secretary Oakman. These minutes are continued by Secretary Oakman.

Respectively submitted by

Margaret Coda Devirian

Margaret Coda Devirian
Secretary, WCRA

These minutes have not as yet been approved.

Western College Reading Association

Board of Directors Meeting

April 10, 1976 (con't.)

IV. NEW BUSINESS

- A. The transfer of responsibilities from old to new officers was made at 2:42 P.M.
- B. Elizabeth Johnson requested that \$50.00 from the Past President's budget be given to her secretary in recognition of her work over the past three years. June Dempsey said there was a precedent for this and past minutes were checked.
- C. Royce Adams brought up for discussion the idea of conference managers' aides being paid. Again, a precedent has already been established.
- D. Moved (Dempsey) and Seconded (Devirian) that \$25.00 be given to each of 5 student aides who assisted the Conference Managers.

PASSED

- E. Moved (Oakman) and Seconded (Dempsey) that \$50.00 be given to Fran Egbert, secretary to the business manager at Diablo Valley College for her services over three years to Elizabeth Johnson.

PASSED

- F. Margaret Devirian brought to the Board's attention an error in last year's minutes.

Moved (Devirian) and Seconded (Oakman) that the motion as made by Jim Arnold and seconded by Evelyn Garebidian at the March 21 General Session, 1975, which was incorrectly recorded by the Secretary, be corrected to read:

I move the WCRA Executive Committee with recommendations from the President, establish a legislative committee for the purpose of collecting and communicating information regarding state and federal educational legislative issues relevant to the goals, objectives and recommendations of this organization.

PASSED

- G. Moved (Devirian) and Seconded (Dempsey) to pay \$150.00 to San Xavier Mariachi Band.

PASSED

- H. It was decided to have the Fall Board meeting on September 18, 1976 at the Los Angeles Airport Hotel.

V. ADJOURNMENT

The meeting was adjourned at 3:30 P.M.

Respectfully submitted by

Barbara F. Oakman
Barbara F. Oakman
Secretary, WCRA

These minutes have not as yet been approved.

Western College Reading Association

Board of Directors Meeting

April 10, 1976

President June Dempsey called the meeting to order at 9:15 A.M. in the Board Room of the Ramada Inn, Tucson, Arizona.

Members present: Past President Elizabeth Johnson, President June Dempsey, President-elect Royce Adams, Secretary Margaret Devirian, and Treasurer Seymour Prog.

Non-voting members present: Patricia Heard, Gene Kerstiens, Dick Lyman, David McCarthy, Loretta Newman, Barbara Cakman, Becky Patterson, and Carol Scarafioti, Irwin Joffe, Jerry Rainwater, Frank Christ, and Charles Stern.

Guest: Julian Foster.

I. CALL TO ORDER

President June Dempsey called the meeting to order at 9:15 A.M.

II. REPORTS

A. President Dempsey introduced the exhibitors present-- Charles Stern from College Skills and Julian Foster from McGraw Hill. She asked them for their comments on the conference, especially as it applied to exhibitors.

1. Charles Stern felt that the Conference was very successful. He had several suggestions to make: section should be scheduled for exhibitors as presenters, exhibit time should be scheduled in with no conflicting sections, if hospitality refreshments offered by one publisher, all publishers should be able to offer hospitality refreshments together.
2. Julian Foster also felt the Conference was successful, but had several suggestions for improvements. Suggested extra tables be placed around exhibit hall for members' things. Extra chairs and wastepaper baskets placed around. Possibly a bag check available.

B. President Dempsey introduced the State Directors or their representatives and asked for their reports.

1. David McCarthy, Washington State Director, gave his report. He stated that Washington has about 15 members. He asked that a more detailed description of the duties and responsibilities of a State Director be made available.

B. State Directors' Reports (Cont'd.)

2. Becky Patterson, Alaska State Director, gave her report. She stated that 5 people had come to the conference from Alaska and that the Alaskan members haven't really gotten together except at this conference.
3. Pat Heard, representing Texas, gave her report. She stated that at their regional meeting Oklahoma, Texas, and New Mexico had discussed putting in a bid for hosting a conference. Also they had discussed WCRA acting as an accrediting agency and most felt that because of the variety of programs, accreditation was threatening. In regards to readability, most felt that the best thing would be to work toward the textbook publishers publishing the readability within each text.
4. Dick Lyman, Northern California State Director, gave his report. First, he felt that it was inappropriate for Hawaii to be lumped in their regional meeting during the conference. He stated that most of the Northern Californians attending the conference regional meeting favored an evaluative team approach but not necessarily accreditation.
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7. President Dempsey discussed how State Director appointments are made--the Past President appoints State Directors; however, it is the responsibility of the outgoing State Director to make recommendations. June will spell this procedure out in an upcoming Newsletter. She also suggested that conference sites could be on a regional rotational basis. Discussion followed. A lengthy discussion ensued on the boundaries of WCRA.

III. OLD BUSINESS

A. Constitution Committee Report

1. Moved (Adams), Seconded (Prog) that we continue to hold general elections at conference site and in addition to provide in all Newsletter information to the membership that they can write in for an absentee ballot with provisions for write-ins and that these absentee ballots be requested from the Chairperson of the Nominating Committee.

Moved (Johnson), Seconded (Devirian) to amend to above motion to read "...and that these absentee ballots be requested from the Membership Chairperson."

PASSED

Vote on main motion.

PASSED

2. Moved (Devirian), Seconded (Johnson) to rescind approval of Item 3 up to Item 3a, Article VI, Parliamentary Procedure, as amended.

PASSED

3. Moved (Adams), Seconded (Johnson) to rescind approval of Item 3a, Article VI, Parliamentary Procedure.

PASSED

4. Moved (Adams), Seconded (Johnson) to change Item 3a to read "...in a face to face meeting, select and obtain...." inserted immediately after "The nominating committee will..."

PASSED

5. Moved (Johnson), Seconded (Prog) to change Item 3, Article VI, Parliamentary Procedure, as read.

PASSED

The meeting was recessed at 12:20 P.M. in order to change rooms.
The meeting was reconvened at 1:00 P.M.

6. Moved (Johnson), Seconded (Devirian) to delete Item 3b, Article VI, Parliamentary Procedure.

PASSED

7. Moved (Johnson), Seconded (Adams) to delete Item 3c, Article VI, Parliamentary Procedure.

PASSED

A. Constitution Committee Report (Cont'd.)

8. Moved (Johnson), Seconded (Adams) to delete Item 3d, Article VI, Parliamentary Procedure.
PASSED
 9. Moved (Johnson), Seconded (Adams) to insert the word "known" after the word "made" and before the word "at" in Item 3e, now Item 3b, Article VI, Parliamentary Procedure.
PASSED
 10. Moved (Johnson), Seconded (Adams) to delete the phrase "by any member" from Item 3f, now Item 3c, Article VI, Parliamentary Procedure.
PASSED
 11. Moved (Adams), Seconded (Johnson) to delete the last sentence in Item 3f, Article VI, Parliamentary Procedure, now Item 3c.
PASSED
 12. Moved (Johnson), Seconded (Adams) to accept the revision of the Bylaws as amended by the Board of Directors.
PASSED
- Amended Bylaws are attached.

B. Bob Griffin Ill

1. June Dempsey noted that Bob Griffin, a Past President, was ill and unable to attend the conference.
2. Moved (Devirian), Seconded (Adams) that Elizabeth Johnson send a get well telegram to Bob Griffin for the Board of Directors.
PASSED

The meeting was recessed for lunch at 1:15 P.M. The meeting was reconvened at 1:45 P.M.

C. Membership List

It was suggested that member's institution and location of institution (city) be added to application and membership list.

D. Conference Guidelines

1. Moved (Adams), Seconded (Prog) that the following be inserted under responsibilities and obligations of the bidder, Item 1: "Submit to nearby institutions within the state or region information concerning the conference proposal."
PASSED

D. Conference Guidelines (Cont'd.)

2. Moved (Adams), Seconded (Johnson) that an Item C be added under IV, Accompanying Bids from Hotels/Motels, which reads: "Statements concerning the following recommendations:
 1. Complimentary lodging for Board members at the fall Board meeting and/or conference managers' visit to inspect facilities.
 2. Transportation to and from airport for charter flights."

PASSED

Amended Conference Guidelines are attached.

E. Honorary Board

1. It had been suggested by Gene Kerstiens and Frank Christ that another Past President be added to the Board as an honorary member so as to provide continuity.
2. Moved (Devirian), Seconded (Adams) to table this matter of an Honorary Board until the fall Board meeting.

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F. Standards Committee

1. Royce Adams summarized State Directors' input on this matter. They were in favor of guidelines and assistance teams, but not in favor of accreditation.
2. President Dempsey asked Barbara Tomlinson to work on guidelines and to present her report to the fall Board meeting. Barbara will foment discussion on this matter through the Newsletter and June will contact the State Directors in regard to this matter.
3. Moved (Adams), Seconded (Devirian) that the committee investigating guidelines formerly known as the Standards Committee will now be known as the Guidelines Committee and its chairperson will be Barbara Tomlinson.

PASSED

G. Readability Clearinghouse Committee

1. It was reported that there was a variety of feelings on this matter and much interest.
2. Moved (Adams), Seconded (Johnson) to table discussion of a readability clearinghouse until the fall Board meeting.

PASSED

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President Dempsey reported that Seattle does not seem that firm for 1978--we need to be in direct contact with the Seattle members. Salt Lake City has withdrawn their bid. Therefore, we have no firm bid for 1978. Margaret Devirian will investigate the Long Beach area bidding and June Dempsey will investigate a bid from Texas.

During the Board of Directors Meeting of this date, President Dempsey transferred the presidential duties and responsibilities to President-elect Royce Adams who officially became President of WCRA. President Royce Adams proceeded with the meeting. Secretary Devirian passed duties to Secretary Oakman. These minutes are continued by Secretary Oakman.

Respectively submitted by

Margaret Coda Devirian

Margaret Coda Devirian
Secretary, WCRA

These minutes have not as yet been approved.

Western College Reading Association

Board of Directors Meeting

April 10, 1976 (con't.)

IV. NEW BUSINESS

- A. The transfer of responsibilities from old to new officers was made at 2:42 P.M.
- B. Elizabeth Johnson requested that \$50.00 from the Past President's budget be given to her secretary in recognition of her work over the past three years. June Dempsey said there was a precedent for this and past minutes were checked.
- C. Royce Adams brought up for discussion the idea of conference managers' aides being paid. Again, a precedent has already been established.
- D. Moved (Dempsey) and Seconded (Devirian) that \$25.00 be given to each of 5 student aides who assisted the Conference Managers.

PASSED

- E. Moved (Oakman) and Seconded (Dempsey) that \$50.00 be given to Fran Egbert, secretary to the business manager at Diablo Valley College for her services over three years to Elizabeth Johnson.

PASSED

- F. Margaret Devirian brought to the Board's attention an error in last year's minutes.

Moved (Devirian) and Seconded (Oakman) that the motion as made by Jim Arnold and seconded by Evelyn Garebidian at the March 21 General Session, 1975, which was incorrectly recorded by the Secretary, be corrected to read:

I move the WCRA Executive Committee with recommendations from the President, establish a legislative committee for the purpose of collecting and communicating information regarding state and federal educational legislative issues relevant to the goals, objectives and recommendations of this organization.

PASSED

- G. Moved (Devirian) and Seconded (Dempsey) to pay \$150.00 to San Xavier Mariachi Band.


PASSED

- H. It was decided to have the Fall Board meeting on September 18, 1976 at the Los Angeles Airport Hotel.

V. ADJOURNMENT

The meeting was adjourned at 3:30 P.M.

Respectfully submitted by


Barbara F. Oakman
Secretary, WCRA

These minutes have not as yet been approved.