

ELECTIONS-BY-MAIL BALLOT
PROPOSAL TO CHANGE WCRLA ELECTIONS PROCEDURES

The Elections Process Task Force, with the approval of the Board of Directors, hereby submits a proposal to adopt a mail ballot procedure for electing WCRLA officers. Discussion and voting on the Elections-by-Mail Ballot proposal will occur during the Annual Business Meeting, Thursday, April 5, 1984, between 1:30 and 3:00 p.m.

The Task Force believes that the wider the base of participation in elections, the stronger WCRLA will be. We propose implementing an Elections-by-Mail Ballot procedure, beginning with the 1985 election cycle, for the following reasons:

1. The conference location could have too large an effect on election outcomes as travel funds become more restricted and members find it increasingly difficult to attend the conference every year.
2. The present absentee ballot request procedure is cumbersome, and usually discourages all but the most stalwart voters from participating in elections.
3. The membership does not have equal access to information about candidates. Individuals who become members at conference time are not privy to candidates' statements in the Newsletter; members who take advantage of the absentee ballot procedure obviously vote without benefit of conference speeches and meetings with candidates.
4. The entire election process is diminished when we cram candidates' speeches and the elections in between business meetings and major presenters. Two minute speeches are awkward at best; longer speeches are frowned upon; hurried announcements of election results are not always humane.
5. The transition from one set of officers to the next is more difficult than necessary. Given our present on-site election procedure, we must orient newly elected officers to their duties and responsibilities during the last few hours of the conference. The transition would be much smoother if winning candidates were notified in time to attend pre-conference Board meetings, and to make the entire conference period a learning experience.

PROPOSED BY-LAW AMENDMENTS

WCRLA By-laws require on-site elections. If the membership approves the adoption of an Elections-by-Mail Ballot procedure, the Task Force proposes the following By-laws amendments:

Present Language

1. ARTICLE V - OFFICERS - SECTION 1.
The officers of the Association.... The President-elect shall be elected for a one year term at each annual meeting of the membership of the Association... The Secretary's and the Treasurer's terms of office shall be for two years with each office to be elected at alternating annual meetings of the Association.

2. ARTICLE VII - PARLIAMENTARY PROCEDURE - SECTION 2.

In all meetings any member may demand a roll call vote except for those procedures which provide for a mail ballot and except for the election of officers. A choice of method of voting shall be made at the discretion of the Board of Directors.

Proposed Language

The officers of the Association....The President-elect shall be elected for a one year term in compliance with the mail-ballot procedure established in Article VII, Section III of these By-laws... The Secretary's and the Treasurer's terms of office shall be for two years with each office to be elected in alternating years by mail ballot.

In all meetings... provide for a mail ballot including election of officers. (Strike the last sentence regarding discretion of Board.)

Present Language

Proposed Language

3. ARTICLE VII - PARLIAMENTARY PROCEDURE - SECTION 3.

Not later than thirteen (13) months prior to the election of officers, the President shall appoint a nomination committee chairperson selected from the available past-presidents. The chairperson shall appoint a nominating committee consisting of four (4) other members to be approved by the President to proceed as follows:

Not later than twelve (12) months prior to the beginning of election balloting, the President shall appoint a past-president who served a one year term as committee member as Chairperson of the Election Committee for the next nomination and election cycle. The Chairperson shall recommend for approval by the President such appointments as needed to complete the committee membership. The committee shall proceed as follows:

a. The nominating committee shall confer in face-to-face meetings and select from the membership at least two (2) members for each of the offices of President-elect, Secretary or Treasurer.

a. The election committee...

b. The committee shall make available to each nominee and his/her institution the duties and responsibilities of the office. The candidate for office must give his/her written consent to run for that office so nominated.

b. no change

c. The nominating committee shall submit to the Board of Directors the names of at least two (2) members for each of the offices of president-elect, and secretary or treasurer six months prior to the annual conference.

c. The election committee shall submit... in time for action at the Summer Board meeting.

d. Information about all candidates will be submitted to the membership three months prior to the annual conference and provisions for absentee voting will be publicized concurrently.

d. Information about all candidates, one official ballot and a properly addressed return envelope will be mailed by Jan. 3 to all members in good standing as of Dec. 31.

e. The nominating committee chairperson will issue absentee ballots upon written request by members.

e. delete

f. Absentee ballots must have been received no later than fifteen (15) days prior to the annual conference. An absentee ballot is a ballot from a member who is absent from the conference.

f. delete

g. All officers except the president and immediate past-president shall be elected at the annual meeting of the membership.

g. All officers except... shall be elected by mail ballot.

h. After the report of the nominating committee, the president shall give an opportunity to propose nominations from the floor for each elective office.

h. The election committee will hold at least one open meeting during the annual conference to give the membership the opportunity to propose potential nominees for each elective office.

i. Voting shall be by secret ballot. A majority of the votes cast shall be necessary for election.

i. Voting shall be by secret mail ballot. All votes received on or before Feb. 15 will be included in the final count. A majority...

Present Language

Proposed Language

4. ARTICLE VII - PARLIAMENTARY PROCEDURE - SECTION 4.

If a quorum as defined by Article VIII of the By-laws is not present at the scheduled general business meetings, business requiring voting - including the election of officers - shall be concluded by mail ballot sent to the general membership.

All business requiring voting - including the election of officers - requires a quorum as defined by Article VIII of the By-laws. A new vote must be taken if a quorum is not represented. Should a quorum not be represented in the mail ballot, the election will be conducted during the business meeting at the next Annual Conference. Voting on matters other than election of officers may be conducted in scheduled general business meetings or through the mail ballot process. Choice of voting method shall be made at the discretion of the Board of Directors.

*but look at article II
has
approved?*

5. ARTICLE VIII - QUORUM

A quorum for any regular or special membership meeting shall be at least ten percent (10%) of the membership of the Association as of Dec. 31 prior to the Annual conference.

A quorum for any regular or special membership meeting; or for a mail ballot, shall be...

6. ARTICLE XII - AMENDMENTS - SECTION 1.

These By-laws may be amended at any regular or special meeting of the membership of the Association only if the proposed amendments shall have been included in the notice calling the meeting.

*has
approved?*

These By-laws.... These By-laws may also be amended by mail ballot at the discretion of the Board.

WCRLA BOARD MEETING SCHEDULE

Friday
July 27

7:00-9:30

- ~~1.~~ Approval of Agenda/Additions
- ~~2.~~ Secretary's Report/Correction of Minutes
- ~~3.~~ Treasurer's Report
- ~~4.~~ 1984 Final Conference Report
and Coordinator of Chairs Report
- ~~5.~~ Don Yamamoto Affair
- ~~6.~~ IRS
- ~~7.~~ President-elect for 1984-85

Saturday
July 28

8:30-12:00

- ~~1.~~ Program Chair's Report-1985 Conference
- ~~2.~~ 1985 Conference Co-managers Report
- ~~3.~~ Proposed 1985 Conference Budget
- ~~4.~~ Sale of Proceedings/JCRL at Conference
- ~~5.~~ Corporation Report
- ~~6.~~ By-laws Up-date
- ~~7.~~ IRA - 1985

AZ proposal - 11:30

12:30-1:30

Lunch

1:30-6:00

- ~~1.~~ Job Descriptions: Officers, State Directors,
Committee Chairs, SIG Leaders, Editors
- ~~2.~~ Liaisons who have Responded for 1984-85
- ~~3.~~ MAAC Requests
- ~~4.~~ Newsletter Report
- ~~5.~~ JCRL Report
- 5a* ✓ *Coord. St Directors*
6. Committee Reports
Conference Site Selection, 1986
Conference Site Selection, 1987
7. WCRLA-NADE Placement Up-date

Sunday
July 29

8:30-12:00

1. Reporting on Financial Matters: Officers,
State Directors, Committee Chairs, SIG Leaders
2. Guidelines for Funding Requests-State Directors
3. Budget - Board 1984-85

REPORT

Coordinator of State/Province Directors

Summer Board Meeting, July 27, 1984

1. Letter sent to all State/Province Directors on 6/21/84 including:
 - a. Director Information Survey
 - b. State/Province Director Job Description
 - c. Guidelines for Funding of State/Province Special Projects
 - d. WCRLA Funding Request Form
 - e. WCRLA Request for Reimbursement Form
 - f. WCRLA stationery
 - g. Sample recruiting letters
 - h. Membership list as of 5/3/84
Expired member list as of 5/3/84

2. Letters sent to S.D.'s as they respond to letter of 6/21/84
 - a. Alaska - Joey Wauters 7/19
 - b. Northern California - Pat Benner 7/20
 - c. Nevada - Jacquie Grose 7/20
 - d. New Mexico - Susan Deese 7/20
 - e. Oklahoma - Mary Rubin 7/20
 - f. At-large - Jane Lehman 7/20
- Alan Frankel 7/20

including:

 - a. Response to S.D. goals
 - b. Information on membership brochures to be sent
 - c. One-page membership flyer
 - d. Suggestions on recruiting and conference arrangements, info table

3. State Meetings/Conferences scheduled:
 - 10/18-19 - Texas - Joint WCRLA & TADE
"College Student Academic Support Programs"
"Partners in Excellence"
Dallas, TX
 - 10/19 - Northern California - Joint WCRLA & NCCRA
Sacramento City College
 - 11/2 - New Mexico - UNM
Albuquerque

4. Developed: One page membership flyer with application to use in mass mailings in lieu of WCRLA brochure

5. In process: WCRLA traveling poster display for state meetings/conferences. Folding, free-standing, can be mailed or shipped from S.D. to S.D.

REPORT

Coordinator of State/Province Directors

Summer Board Meeting, July 27, 1984

1. Letter sent to all State/Province Directors on 6/21/84 including:
 - a. Director Information Survey
 - b. State/Province Director Job Description
 - c. Guidelines for Funding of State/Province Special Projects
 - d. WCRLA Funding Request Form
 - e. WCRLA Request for Reimbursement Form
 - f. WCRLA stationery
 - g. Sample recruiting letters
 - h. Membership list as of 5/3/84
Expired member list as of 5/3/84

2. Letters sent to S.D.'s as they respond to letter of 6/21/84
 - a. Alaska - Joey Wauters 7/19
 - b. Northern California - Pat Benner 7/20
 - c. Nevada - Jacquie Grose 7/20
 - d. New Mexico - Susan Deese 7/20
 - e. Oklahoma - Mary Rubin 7/20
 - f. At-large - Jane Lehman 7/20
- Alan Frankel 7/20

including:

 - a. Response to S.D. goals
 - b. Information on membership brochures to be sent
 - c. One-page membership flyer
 - d. Suggestions on recruiting and conference arrangements, info table

3. State Meetings/Conferences scheduled:
 - 10/18-19 - Texas - Joint WCRLA & TADE
"College Student Academic Support Programs"
"Partners in Excellence"
Dallas, TX
 - 10/19 - Northern California - Joint WCRLA & NCCRA
Sacramento City College
 - 11/2 - New Mexico - UNM
Albuquerque

4. Developed: One page membership flyer with application to use in mass mailings in lieu of WCRLA brochure

5. In process: WCRLA traveling poster display for state meetings/conferences. Folding, free-standing, can be mailed or shipped from S.D. to S.D.

REPORT

Coordinator of State/Province Directors

Summer Board Meeting, July 27, 1984

1. Letter sent to all State/Province Directors on 6/21/84 including:
 - a. Director Information Survey
 - b. State/Province Director Job Description
 - c. Guidelines for Funding of State/Province Special Projects
 - d. WCRLA Funding Request Form
 - e. WCRLA Request for Reimbursement Form
 - f. WCRLA stationery
 - g. Sample recruiting letters
 - h. Membership list as of 5/3/84
Expired member list as of 5/3/84

2. Letters sent to S.D.'s as they respond to letter of 6/21/84
 - a. Alaska - Joey Wauters 7/19
 - b. Northern California - Pat Benner 7/20
 - c. Nevada - Jacquie Grose 7/20
 - d. New Mexico - Susan Deese 7/20
 - e. Oklahoma - Mary Rubin 7/20
 - f. At-large - Jane Lehman 7/20
- Alan Frankel 7/20

including:

 - a. Response to S.D. goals
 - b. Information on membership brochures to be sent
 - c. One-page membership flyer
 - d. Suggestions on recruiting and conference arrangements, info table

3. State Meetings/Conferences scheduled:
 - 10/18-19 - Texas - Joint WCRLA & TADE
"College Student Academic Support Programs"
"Partners in Excellence"
Dallas, TX
 - 10/19 - Northern California - Joint WCRLA & NCCRA
Sacramento City College
 - 11/2 - New Mexico - UNM
Albuquerque

4. Developed: One page membership flyer with application to use in mass mailings in lieu of WCRLA brochure

5. In process: WCRLA traveling poster display for state meetings/conferences. Folding, free-standing, can be mailed or shipped from S.D. to S.D.

REPORT

Coordinator of State/Province Directors

Summer Board Meeting, July 27, 1984

1. Letter sent to all State/Province Directors on 6/21/84 including:
 - a. Director Information Survey
 - b. State/Province Director Job Description
 - c. Guidelines for Funding of State/Province Special Projects
 - d. WCRLA Funding Request Form
 - e. WCRLA Request for Reimbursement Form
 - f. WCRLA stationery
 - g. Sample recruiting letters
 - h. Membership list as of 5/3/84
Expired member list as of 5/3/84

2. Letters sent to S.D.'s as they respond to letter of 6/21/84
 - a. Alaska - Joey Wauters 7/19
 - b. Northern California - Pat Benner 7/20
 - c. Nevada - Jacquie Grose 7/20
 - d. New Mexico - Susan Deese 7/20
 - e. Oklahoma - Mary Rubin 7/20
 - f. At-large - Jane Lehman 7/20
- Alan Frankel 7/20

including:

 - a. Response to S.D. goals
 - b. Information on membership brochures to be sent
 - c. One-page membership flyer
 - d. Suggestions on recruiting and conference arrangements, info table

3. State Meetings/Conferences scheduled:
 - 10/18-19 - Texas - Joint WCRLA & TADE
"College Student Academic Support Programs"
"Partners in Excellence"
Dallas, TX
 - 10/19 - Northern California - Joint WCRLA & NCCRA
Sacramento City College
 - 11/2 - New Mexico - UNM
Albuquerque

4. Developed: One page membership flyer with application to use in mass mailings in lieu of WCRLA brochure

5. In process: WCRLA traveling poster display for state meetings/conferences. Folding, free-standing, can be mailed or shipped from S.D. to S.D.

REPORT

Coordinator of State/Province Directors

Summer Board Meeting, July 27, 1984

1. Letter sent to all State/Province Directors on 6/21/84 including:
 - a. Director Information Survey
 - b. State/Province Director Job Description
 - c. Guidelines for Funding of State/Province Special Projects
 - d. WCRLA Funding Request Form
 - e. WCRLA Request for Reimbursement Form
 - f. WCRLA stationery
 - g. Sample recruiting letters
 - h. Membership list as of 5/3/84
Expired member list as of 5/3/84

2. Letters sent to S.D.'s as they respond to letter of 6/21/84
 - a. Alaska - Joey Wauters 7/19
 - b. Northern California - Pat Benner 7/20
 - c. Nevada - Jacquie Grose 7/20
 - d. New Mexico - Susan Deese 7/20
 - e. Oklahoma - Mary Rubin 7/20
 - f. At-large - Jane Lehman 7/20
- Alan Frankel 7/20

including:

 - a. Response to S.D. goals
 - b. Information on membership brochures to be sent
 - c. One-page membership flyer
 - d. Suggestions on recruiting and conference arrangements, info table

3. State Meetings/Conferences scheduled:
 - 10/18-19 - Texas - Joint WCRLA & TADE
"College Student Academic Support Programs"
"Partners in Excellence"
Dallas, TX
 - 10/19 - Northern California - Joint WCRLA & NCCRA
Sacramento City College
 - 11/2 - New Mexico - UNM
Albuquerque

4. Developed: One page membership flyer with application to use in mass mailings in lieu of WCRLA brochure

5. In process: WCRLA traveling poster display for state meetings/conferences. Folding, free-standing, can be mailed or shipped from S.D. to S.D.

Karen

REPORT

Coordinator of State/Province Directors

Summer Board Meeting, July 27, 1984

1. Letter sent to all State/Province Directors on 6/21/84 including:
 - a. Director Information Survey
 - b. State/Province Director Job Description
 - c. Guidelines for Funding of State/Province Special Projects
 - d. WCRLA Funding Request Form
 - e. WCRLA Request for Reimbursement Form
 - f. WCRLA stationery
 - g. Sample recruiting letters
 - h. Membership list as of 5/3/84
Expired member list as of 5/3/84

2. Letters sent to S.D.'s as they respond to letter of 6/21/84
 - a. Alaska - Joey Wauters 7/19
 - b. Northern California - Pat Benner 7/20
 - c. Nevada - Jacquie Grose 7/20
 - d. New Mexico - Susan Deese 7/20
 - e. Oklahoma - Mary Rubin 7/20
 - f. At-large - Jane Lehman 7/20
- Alan Frankel 7/20

including:

 - a. Response to S.D. goals
 - b. Information on membership brochures to be sent
 - c. One-page membership flyer
 - d. Suggestions on recruiting and conference arrangements, info table

3. State Meetings/Conferences scheduled:
 - 10/18-19 - Texas - Joint WCRLA & TADE
"College Student Academic Support Programs"
"Partners in Excellence"
Dallas, TX
 - 10/19 - Northern California - Joint WCRLA & NCCRA
Sacramento City College
 - 11/2 - New Mexico - UNM
Albuquerque

4. Developed: One page membership flyer with application to use in mass mailings in lieu of WCRLA brochure

5. In process: WCRLA traveling poster display for state meetings/conferences. Folding, free-standing, can be mailed or shipped from S.D. to S.D.

ALASKA

State

Joey Wauters

State/Province Director

Assistant Professor, English Department

Job Title

Addresses: * work: University of Alaska, Juneau

11120 Glacier Highway

Juneau, AK 99801

*Mail

(907) 789-4411

home: 5280 Thane Road

Juneau, AK 99801

(907) 586-6856

Years Served: 1983-84 ___ 1982-83 ___ 1981-82 ___ 1980-81 ___ other _____

- Goals:
1. increase membership, esp. SE Alaska
 2. strengthen ties with northern colleges
 3. newsletter via statewide computer network

State Conf./Meeting: WCRLA meeting at Alaska State Conference of IRA,
October, Juneau

NORTHERN CALIFORNIA

State

Pat Benner

State/Province Director

Instructor

Job Title

Addresses:

work: Evergreen Valley College

3095 Yerba Buena

San Jose, CA 95135

*Mail

(408) 274-7900 x 6601

* home: 23405 Deerfield

Los Gatos, CA 95030

(408) 353-1058

Years Served: 1983-84 1982-83 1981-82 1980-81 other

Goals:

1. send reminders to expired members
2. send brochures to others in NCCRA
3. send conf info to all NCA colleges

State Conf./Meeting: arrange WCRLA section meetings at NCCRA September 19,
Sacramento City College

NEVADA

State

Jacquie Grose

State/Province Director

Coordinator, Adult Basic Education

Job Title

Addresses: * work: Western Nevada Community College

2201 West Nye Lane

Carson City, NV 89701

*Mail

(702) 887-3036

home: 4801 Bryce Drive

Carson City, NV 89701

(702) 882-0741

Years Served: 1983-84 1982-83 1981-82 1980-81 other

Goals:

1. Membership recruitment

State Conf./Meeting:

NEW MEXICO

State

Dr. Susan Deese

State/Province Director

Director

Job Title

Addresses: * work: Skills Center
Zimmerman Library
University of New Mexico
*Mail Albuquerque, NM 87131
(505) 277-4640
home: 2920 California NE
Albuquerque, NM 87110
(505) 883-4907

Years Served: 1983-84 X 1982-83 X 1981-82 ___ 1980-81 ___ other _____

Goals:

1. increase membershi $\frac{1}{2}$
2. have well-attended, successful conference
3. develop precedural guidelines for next SD - esp. accounting system set up within the university

State Conf./Meeting: NM-WCRLA conference
UNM
Albuquerque
11/2/84

OKLAHOMA
State

Mary Rubin
State/Province Director

Assistant Professor/Director of Reading Center
Job Title

Addresses: * work: Reading Center, Dept. of Education & Psych.
Cameron University
Lawton, OK 73505

*Mail
(405) 248-2200 x 322

home: 6008 NW Williams
Lawton, OK 73505
(405) 248-5116

Years Served: 1983-84 X 1982-83 X 1981-82 1980-81 other

- Goals: 1. membership
2. encourage potential members to attend NM or Texas state conf. or attend Denver conf.

State Conf./Meeting:

At-Large

State

Alan Frankel

State/Province Director

Professor of Psychology

Job Title

Addresses:

work: Mercy College

555 Broadway

Dobbs Ferry, NY 10522

*Mail

(914) 693-4500 x 390

* home: P.O. Box 187

Mohegan Lake, NY 10547

(914) 737-8002

Years Served: 1983-84 1982-83 1981-82 1980-81 other

Goals:

State Conf./Meeting:



**Western
College
Reading
Association**

READING • LEARNING ASSISTANCE • DEVELOPMENTAL EDUCATION • TUTORIAL SERVICES

Communications Division, Brookhaven College
3939 Valley View, Farmers Branch, TX 75234

June 13, 1984

Mr. Karl Koenke
ERIC Clearinghouse on Reading and Communication Skills
111 Kenyon Road
Urbana, Illinois 61801

Dear Mr. Koenke:

I am writing to you as the current editor of the Western College Reading and Learning Association's annual publication, once named Proceedings, now named the Journal of College Reading and Learning. In 1978 and 1979 you corresponded with the editor at that time, Gwyn Enright, regarding listing volumes of our Proceedings with ERIC. At that time the decision was made to list in ERIC only sold out volumes. Due to our over-zealous publication number, we have only sold out of the first three volumes and you have those listed already. In your correspondence with Gwyn, you agreed to discontinue listing volumes IV-VII of Proceedings although you could not remove it from RIE.

The Board of WCLA has reconsidered its decision since so many back copies of volumes IV-XVI are available in storage. We thought they might be more accessible to researchers and, consequently, more in demand if they were listed with your publication. I can send you a complete set if you are willing to list them. Volume XV contains an index of the previous volumes and XVI has a self-index.

Would you, furthermore, consider listing each volume separately, that is, in sequential editions of your publication, rather than all at once? As I am unaware of your process, I am not sure if this request is an option. Please let me know what you think the best method of publishing the articles in our volumes.

If you need to contact WCLA's current president, she is Dr. Carole Bogue, Learning Assistance Center, San Jose City College, 2100 Moorpark Avenue, San Jose, CA 95128. I will also send her a copy of this correspondence.

Thank you very much for considering our request. I will mail you copies of the volumes on receipt of your reply.

Sincerely,


Delryn R. Fleming, editor
Journal of College Reading and Learning

cc: ✓ Carole Bogue
Suzanne McKewon



April 25, 1984

Ms. Delryn R. Fleming
 Communications Division
 Brookhaven College
 3939 Valley View Lane
 Farmers Branch, Texas 75234

Dear Delryn:

Thanks for letting us know that the Journal of College Reading and Learning has decided to accept manuscripts other than those from the annual WCRLA conference. We'll put a "filler" to that effect in the Journal of Reading next year.

In the meantime, you'll want to get JCRL included in our brochure called "Contributor's Guide to Periodicals in Reading" (copy attached). On the inside front cover you'll find a form--please fill it out and return it to Beth Carroll in the envelope provided. When the Guide is updated, Beth will see to it that JCRL is included. The Guide is handed out at conferences and is sent to every author whose manuscript is being rejected from either RT or JR. I hope that listing JCRL in it will get you some good manuscripts.

Yours,

Janet R. Binkley
 Editor
 THE READING TEACHER
 JOURNAL OF READING

bc
 encs.

copy for Carol

President
 Ira E. Aaron
 University of Georgia
 Athens, Georgia

Vice President
 Bernice E. Cullinan
 New York University
 New York, New York

Vice President-elect
 John C. Mahning
 University of Minnesota
 Minneapolis, Minnesota

BOARD OF DIRECTORS

Term Expiring Spring 1984
 Phylliss J. Adams
 University of Denver
 Denver, Colorado

John Downing
 University of Victoria
 Victoria, British Columbia

Sara I. Scroggins
 St. Louis Public Schools
 St. Louis, Missouri

Term Expiring Spring 1985
 Bobby S. Goldstein
 New York City Public Schools
 New York, New York

Doris Roettger
 Heartland Education Agency
 Ankeny, Iowa

Judith N. Thelen
 Frostburg State College
 Frostburg, Maryland

Term Expiring Spring 1986
 Marie M. Clay
 University of Auckland
 Auckland, New Zealand

Dale D. Johnson
 University of Wisconsin
 Madison, Wisconsin

Barbara M. Valdez
 North Sacramento School District
 Sacramento, California

Executive Director
 Ralph C. Staiger

Latin American Consultant
 Asociación Internacional de Lectura
 María Elena Rodríguez
 C.C. 124 (1413) Sucursal
 13 Buenos Aires, Argentina

European Consultant
 Association Internationale pour la Lecture
 Eva Engberg
 B.P. 421
 75065 Paris-Cedex 02
 France

Received response from the following:

College Reading Assoc., CRA - James Walker, Texas Woman's University

Teacher of English to Speakers of Other Languages, TESOL- Carol Wilson, San Jose City College
San Jose, CA

California Assoc. for Postsecondary Education of the Disabled, CAPED-Lynn Frady, Cuesta College, San Luis Obispo, CA

American College Personnel Assoc., ACPA-Joan Matthews cannot serve, so she recommended Gladdys W. Church whom I've contacted; no response yet.

None of the others listed in the 1984 program, all of whom were contacted, responded to my request to serve as liaisons for 1984-85.

25/4

EXPENDITURES

1983-84 WCRLA Secretary's Operating Budget

Budgeted	Spent (through June 30, 1984)	Balance
----------	-------------------------------	---------

\$300

April 2, 1983. \$20 for postage for Summary of Minutes. (Should be reflected on 1982-83 budget)

July 1, 1983. \$1.00 Bank service charge.

July 22, 1983. \$2.00 for Telephone monitoring device.

August 1, 1983. \$1.00 for Bank service charge.

Aug. 4, 1983. \$20.00 for postage.

Sept. 2, 1983. \$1.00 Bank service charge.

Sept. 15, 1983. \$8.88 for copying of Policies and Procedures Handbook.

Sept. 15, 1983. \$12.90 for supplies including binders for Policies and Procedures Handbook.

Oct. 4, 1983. \$13.44 Postage for special mailing of minutes from fall board meeting.

Nov. 1, 1983. \$1.00 Bank service charge.

Nov. 15, 1983. \$3.81 for copies from PIP.

	Spent (through June 30, 1984)	Balance
	Nov. 16, 1983. \$.38 for copies from PIP	
	Nov. 16, 1983. \$20 for postage.	
	Dec. 1, 1983. \$1.00 Bank service charge.	
	Jan. 1, 1984. \$1.00 Bank service charge.	
	Jan. 5, 1984. \$20.00 for postage.	
	Feb. 1, 1984. \$1.00 for Bank service charge.	
	Feb. 6, 1984. \$.62 for Pacific Bell Telephone charge. (Karen Smith)	
	Feb. 7, 1984. \$1.38 for copies from PIP.	
	Feb. 8, 1984. \$9.17 for Pacific Bell Telephone charge. (Carrie Walker)	
	Feb. 8, 1984. \$2.77 for Pacific Bell Telephone charge. (Carrie Walker)	
	Feb. 29, 1984 \$20 for postage.	
	Feb. 29, 1984. \$14.34 for supplies including large envelopes, legal pads, and tab dividers.	
	Mar. 1, 1984. \$1.00 for Bank service charge.	
	Apr. 1, 1984. \$1.00 for Bank service charge.	
	Apr. 2, 1984. \$1.70 for copies from PIP.	
	Apr. 4, 1984. \$10.50 for copies from Supercopy Center, San Jose, CA during board meeting.	

	Spent (through June 30, 1984)	Balance
	<p>Apr. 4, 1984. \$1.00 for copies from Hyatt Hotel, San Jose, CA, for MAAC requests from the board.</p> <p>May 11, 1984. \$1.27 for copies of the "To Do" lists for board members. PIP.</p> <p>May 26, 1984. \$86.50 for Kinko's Copy Center for copies of board minutes.</p> <p>May 30, 1984. \$21.51 for postage for mailing minutes.</p> <p>Petty Cash \$1.29</p>	(2.46)
Totals	\$302.46	(2.46)

Summary of Banking Activity

Passbook Savings Acct. at San Diego Federal Savings
(4-12-83 to 8-8-83)

Advance	\$200.00
Interest 6-25-83	1.03

Subtotal	201.03
----------	--------

Expenditures	20.00
--------------	-------

Balance at end of 1982-83 fiscal year	181.03
---------------------------------------	--------

Passbook Savings Acct. at San Diego Federal Savings
(7-1-83 to 4-30-84)

Cash on hand July 1, 1983	\$181.03
Advance from operating budget (4-19-84)	100.00
Interest earned 7-1-83 to 6-30-84	5.14

Subtotal	286.17
----------	--------

Expenditures	173.18
--------------	--------

Balance as of 4-30-84	112.99
-----------------------	--------

Checking Acct. at Sun Savings and Loan
4-30-84 to 6-30-84

Initial Deposit	\$112.99
<u>Expenses</u>	<u>109.28</u>
Subtotal	3.71
Petty cash deposit	1.29
<u>Balance as of 6-30-84</u>	<u>5.00</u>

Balance Sheet

Operating Budget \$300.00

Expenditures 302.46

(2.46)

Income from interest 6.17

Petty cash deposit 1.29

Total of income and cash on hand 7.46

Total Assets (sum of the above) 5.00

4717 Antelope Ct. NE
Salem, Or. 97305
July 21, 1984

Dear Carol,

I have two requests that need the WCRLA board's action yes or no.

1. NADE has asked me to represent WCRLA on their software evaluation SIG. This is something that I am working on already with the ABE Northwest Consortium and would be happy to work with NADE. However, to represent WCRLA I feel that I would need the "blessing" or, at least, OK from the board. The benefit to WCRLA would be either a report to the board as an update on the goings on or an article in the newsletter or both. Please advise.

2. I would like to offer my personal addresses on two computer systems as a COMPUTER HOT LINE for WCRLA. That is, if any WCRLA member had a question concerning software for our area and wanted an answer they could send me a message at these addresses and would receive an answer within 24 hours.

The addresses are:

1. On the Source: BBC956
2. On CompuServe: 75755,717

The catch is that they must have access to these services. However, several WCRLA members already do, at least individually, if not professionally as yet. However, if a service was provided then maybe more would be interested. It might be worth the try even if no one took me up on it. Please advise. If the answer is yes, then I could write an article for the newsletter announcing it.

Finally, I am very sorry to hear about Beryl for I love working with her. Mitch has asked me to chair the Newcomers session in Denver and I have accepted. I am contemplating a proposal for an institute about telecommunications and data bases via the personal computer. I know the conference program will be excellent with the very capable hands of Mitch. Keep up the good work.

Sincerely,



Lucy Tribble MacDonalld
Home phone (503)390-6376

RE: A Special Situation

Dear WCRLA Member:

~~An unfortunate incident occurred~~ approximately one month following the San Jose Conference, Beryl Brown, our current president-elect, had to resign from this position due to the fact that she is no longer working at the University of California, San Diego. Without the institutional support that would have been provided had she remained there, she will simply not be able to serve as program chair for the '85 Conference, nor will she be able to assume the other responsibilities of the president-elect's office.

According to the By-laws, the only directive provided for handling this situation is that the president appoint a program chair to be Board approved. Then when officers are elected for the following year, a president is to be elected in addition to a president-elect, and secretary or treasurer. Two names are to be submitted for president-elect and secretary or treasurer. It may be implied that two names are to be submitted for the office of president as well.

Based on the directive stipulated, the WCRLA President has appointed a program chair: Dr. Mitch Kaman, Larimer County Voc Tech Center, Fort Collins, CO. The WCRLA Board has approved this appointment but feels strongly that our organization should not function an entire year without a president-elect. A person serving in this capacity is needed as soon as possible, in fact, to assist the appointed program chair in making preparations for the forthcoming Conference and to prepare himself/herself for leading the organization during '85-86. Selecting a president during the regular election prohibits the person elected from providing the appointed chair, Mitch in this case, timely assistance and from attaining a clear advance understanding of the internal operations of our organization.

Therefore, at the Board meeting in Denver, on July 2 , the Board received the following motion (moved: , seconded:):

That the By-Laws which interfere with the holding of a special election be suspended,
that the question be put to the membership in a mail ballot,
and
that, to conserve time and money, the Elections Committee be directed to provide information about candidates for president-elect and ballots for a special election in the same mailing.

Working with Ann Faulkner, chairperson of the Elections Committee, we have divided the accompanying materials. Please return your ballot on the above motion to Carole Bogue, President. Only if she receives sufficient ballots to constitute a quorum ~~42~~ will she begin tallying votes for and against the

motion, with the assistance of two other members. After the deadline for receipt of ballots, Carole will notify Ann of the motion's fate, and only if it passed by a 2/3 vote, will the candidate ballots be opened. They will be counted in accord with the procedures set out in the By-Laws, as amended in San Jose. The results will be announced in the Newsletter as soon as possible.

Please note: You are entitled to vote for a candidate even if you vote against the motion to suspend the By-Laws. Thank you for attending to this complicated -- and urgent -- matter.

Sincerely,

The WCRLA Board

Dr. Carole Bogue
President

Dr. Karen Smith
Past-President

Suzanne McKewon
Secretary

Harold Fillyaw
Treasurer

TO: WCRLA Board
FROM: Ann Faulkner

DATE: 7/25/84
RE: Elections Committee Report

The committee was composed of the following members:

Nancy Deutsch
Dick Lyman
Spencer Olesen
Frank Torres
Anna Marie Updegraff

We met twice at the San Jose Conference, holding one open session for members to make suggestions about possible candidates. By the conclusion of the conference, we had a prioritized list of potential nominees for president-elect and for secretary.

Because so many of our potential candidates declined nomination and because of the need to provide both regular and special election slates for president-elect, the committee met again in a conference call on July 16, 1984. At that time, we extended the prioritized list of candidates.

I am pleased to report that the committee is able to submit these names for your approval as candidates for president-elect in the special election:

Sue Brown, New Mexico State University
Lucy MacDonald, Chemeketa Community College

At this moment, we are able to submit only one name for secretary:

Jacquie Grose, Western Nevada Community College

Another candidate, who is unreachable, has been considering accepting the nomination for about a week. I expect to call you with the name of the second secretarial candidate during your meeting in Denver.

To date, we have secured only one name for president-elect in the regular election. The other prioritized candidates are either considering the nomination (and seeking institutional support) or out of the country. Therefore, I must beg your understanding in asking for a delay in presenting this slate.

In addition to the above, I would like to recommend that the By-Laws be amended (when next we get around to such matters) to allow the Elections Committee to have more time in the selection process. I think it would be desirable for them to make a report in October, rather than July. It's very difficult (as you can see from the above) to locate candidates who can secure institutional support during the summer.

Thank you for your support and kindness. I want you to know of the outstanding work and cooperation of all the committee members. They truly exhibited to best of WCRLA.



**Western
College
Reading &
Learning
Association**

READING • LEARNING ASSISTANCE • DEVELOPMENTAL EDUCATION • TUTORIAL SERVICES

Center for Learning Assistance, Box 5278, New Mexico State University, Las Cruces, NM 88003

M E M O R A N D U M

TO: Ann Faulkner, Chair, Elections Committee

FROM: Karen Smith, Coordinator of State Directors 

DATE: July 19, 1984

I ordered the PMT's (camera-ready logo) the day I received your note, then checked with Carole about the stationery, and decided to wait until you decide for sure that you want a ream.

I picked up the PMT's today. (One, by the way, was for my use in developing a one page flyer and membership application for state/province directors to use in bulk mailings.) I'll turn the bill over to the Treasurer at the Board meeting next week, with a note that \$3.68 is to be charged to my expenses.

Let me know if you decide that you do, indeed, need a ream of stationery. It takes about a week to 10 days, depending on whether the paper is in stock or must be ordered.

Hear you're really having a time finding your slate! I know you and your group will come up with a good one, though. Do we have a contract for the 1986 conference yet? I'm sure the other Site Selection Chairperson has done little (if anything) on 1987!

Hang in there... and keep smiling.