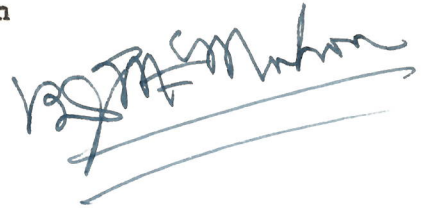


CALIFORNIA STATE POLYTECHNIC COLLEGE
Bureau of Agricultural Education

Staff Meeting Minutes



January 5-7, 1965
Room 517, State Education Building
Sacramento, California

Present

B. J. McMahon, Chief
E. D. Graf, Assistant Chief
S. L. Barrett
H. H. Burlingham
G. P. Couper
K. B. Cutler
G. A. Hutchings
W. J. Maynard
R. H. Pedersen
S. S. Sutherland
J. E. Walker
D. E. Wilson

Guests

E. M. Juergenson, Assistant Teacher Trainer,
University of California,
Davis

Ronald Regan, Acting Supervisor,
Secondary Agriculture,
Los Angeles City Schools

Warren T. Smith, Dean of Agriculture,
(January 6) California State Polytechnic
College, San Luis Obispo

O. E. Thompson, Assistant Teacher Trainer,
(January 6) University of California,
Davis

Announcements

Several items were added to the agenda, including:
CATA Conference, teacher placement, reimbursement,
B15 and B15G Report.

It was announced that a special meeting of all Vocational Education staff members has been called for Sunday, January 10, 1965 at 10:00 a.m. at the Statler in Los Angeles. The major item of business to be a discussion of the reorganization plan for Vocational Education in California. A regional meeting (Federal) on Vocational Education will be held in San Francisco February 22-25, on policies matters and operational procedures under the new Vocational Education Act. Attendance from California will be determined by the State Director.

AVA Convention

Reports on the annual convention of the American Vocational Association held in Minneapolis, Minnesota, December 6-11, 1964 were given by Messrs. McMahon, Sutherland and Burlingham. The largest attendance in history was reported. Membership in the AVA is up, with memberships from agricultural education continuing to constitute at least one third of the total. Many interesting programs were presented, including one on opportunities in agricultural education in which Walter Garcia, president of Modesto Junior College, participated. His presentation was particularly well received. Another outstanding presentation was made by Mr. Morris Reid, vice-president of J. I. Case Company, on the need for technicians in agricultural industry. A report of the AVA committee

on objectives for vocational education in agriculture was accepted. This committee, whose chairman was Mr. Sutherland, used much of the material from the objectives statement of California as a basis for the national statement.

Meeting with Farm Bureau
on Young Farmers Program
November 12, 1964,
Berkeley

This meeting was called by Allan Grant, president, California Farm Bureau Federation, after consultation with various agricultural leaders in California and with members of the Bureau staff. Mr. Grant has long been concerned with problems facing young men getting started in farming in California. A steering committee was formed to promote and support two pilot programs with Young Farmers -- one at Madera High School to be conducted through the agriculture department, and one in Sacramento County to be conducted through the California Farm Bureau, Young Peoples Organization. Chairman of this committee is Dick Nelson, and Mr. Pedersen is a member.

Young Farmer Farm
Improvement Program

Mr. Pedersen and Mr. Barrett reported on this activity and the values of the contest and evaluations. As usual, the judges and representatives of the sponsoring group were highly impressed with the activities which they examined.

Farm-City Week

Mr. Couper reported on the contacts and activity in California with the Bureau and Future Farmer organization.

Agricultural Education
Program in Los Angeles
City Schools

Mr. Regan reported that former supervisor L. O. Matthews is retiring from his position as of February 1, 1965, and sent his best regards to the Bureau staff members. It is expected that an examination for the position will be held by Los Angeles City Schools sometime in the spring.

Mr. Regan reported on progress of various applications under VEA '63 and outlined expansion taking place in several areas. It was pointed out that a number of these programs will be instituted whether or not approved under the new Act. A teacher shortage in agriculture continues to exist in Los Angeles.

Reports by Regional
Supervisors

Several Regional Supervisors were provided an opportunity to give brief reports on developments and situations in their areas although time did not permit all to do so. Attention was called to the need for more information on present and future operations of "new" programs and "old" programs. Specific items are in relation to reimbursement, teacher employment and qualifications, reporting and evaluation.

The results of the co-op quiz programs and banquets have been outstanding with greater than usual participation by administrators.

Considerable time has been devoted to working with schools on project applications under VEA '63, with evidence of more complete and accurate applications being developed as a result of these consultations.

Enrollments are up in all agricultural classes including vocational agriculture, and evidences for further expansion next year are apparent.

Status of Vocational
Education Staff
Reorganization

Wesley Smith, state director of vocational education, spent several hours with the staff in reviewing and discussing the proposed staff reorganization in vocational education. He reviewed the imperative need for some changes and emphasized that there were many indications from both within and without the profession that changes were needed. He reviewed the development of the proposed staff reorganization from June, 1964 to the present, including his discussions with Superintendent Rafferty. Following a December 23 meeting with Dr. Rafferty, Mr. Smith was given the "go" signal and a target date of July first has been set as the date for a finalized plan of reorganization to be submitted to the State Superintendent.

Mr. Smith asked for a sharing of ideas and suggestions. Among other considerations, the statement prepared by the Bureau staff following the June, 1964 planning meeting was reviewed with a general consensus that the services and major principles set forth were desirable. Mr. Smith pointed out that plans for reorganization would be reviewed at a meeting of the entire vocational education staff in Los Angeles on January 10. He also outlined a four step proceeding which he plans to follow previous to submitting the report to the state superintendent. This will involve "taking the proposals to the field" and involvement of the staff in its consideration.

On the morning of January 7, the staff of the Bureau of Agricultural Education adopted a motion containing points related to any reorganization, which they believed vitally important. This motion is attached to these minutes as "Addenda No. 1." Also, later in the staff meeting, Mr. McMahon distributed copies of a communication from Roger Monroe to the State Personnel Board requesting a revision of the classification: Special Supervisor, Bureau of Agricultural Education, and requesting that an examination be scheduled to establish an eligible list for the class. A copy of the specifications were attached to Mr. Monroe's communication.

State Conference on
Vocational Education Los
Angeles, January 11 and 12

Various members of the staff participated in the discussion of various aspects and plans for this conference.

Project Applications
under VEA '63

Mr. Graf reported that applications in general have been much improved as a result of work by the staff. He distributed an Evaluation Check Sheet which includes the same items as previously but follows a different format. He is sending out additional specific instructions to the regional supervisors. Between 425 and 475 applications have been received (December 14 deadline). In agriculture there were 46 applications, totaling about \$398,000.

The procedures to be followed in the next evaluation of projects was generally outlined, with detailed information to be sent participants by Mr. Graf. Regional supervisors are concerned with and were asked to explore with school administrators possible ways and means of financing the operations in the future in order to provide continuity of program.

Identification of Needed
Research and Development
Projects

This scheduled half-day discussion was organized under the leadership of Mr. Sutherland and Mr. Burlingham. Mr. Sutherland was unable to participate in the actual discussion; Orville Thompson assisted in his place. The discussions were participated in actively by staff members with many ideas, suggestions and proposals listed. Mr. Juergenson acted as secretary for the discussion, and a summary is attached to these amendments as "Addenda No. 2."

In several instances, positive action is suggested for possible immediate implementation.

Report of Teacher Training
Committee

The minutes of the December 18 meeting of this committee were presented by Committee Secretary Barrett with Chairman Walker conducting discussions and resulting action. Some amendments and revisions were made in the minutes and a copy as approved is attached to these staff minutes as "Addenda No. 3."

Report on Activity of the
Specialists in Ornamental
Horticulture

Various staff members and Cal Poly Dean of Agriculture Warren Smith reported on the very effective results of the work of Mr. Amato and Dr. Brown. It is apparent that the major emphasis has been information needed by teachers to promote and institute VEA '63 applications in O.H. and information and materials immediately needed for starting operations. It is apparent that continued attention must be given to this area of the total program.

Workshop on State and
American Farmer Degree
Applications

Mr. Couper presented copies of the workbooks on preparing State and American Farmer Degree applications. He reviewed philosophies and policies, and then conducted a workshop with members of the staff participating in the evaluation of actual applications. It was apparent that the information in the workbooks should be of distinct assistance in preparing and evaluating these applications.

Agriculture as an Academic
Subject - Credential

Mr. Sutherland regretfully reported that the application of the University of California at Davis to the State Board of Education to declare their majors in agriculture as equivalent to an "academic subject" was not acted upon by the Accreditation Committee of the State Board to which it had been referred, along with several other applications from other institutions in other fields. It was reported to Mr. Sutherland that the Committee decided not to act upon the applications because it was believed this was not within the jurisdiction of the committee.

Just what the next step will be was not indicated but Mr. Sutherland will probably endeavor to obtain more information from Carl Larson as a lead to possible procedure.

Agriculture Youth
Employment - Follow-up

Mr. Graf reviewed a state summary on activity in Agriculture Youth Employment through the Employment Service. The results of activity during the spring and summer of 1964 was not particularly encouraging in relation to earlier expectations.

It was the feeling of the staff that agriculture teachers and schools should be encouraged to continue the educational phases of this program and encourage the use of the instructional material previously prepared by Messrs. Juergenson and Burlingham, as a part of the regular class instruction.

CATA Conference and
Skills Week

Members of the staff actively participated in the discussion led by Mr. Burlingham. Many suggestions on possible theme were made as well as important topic items for the Professional Sections during the conference, and for special programs. Continued attention must be given operations and programs under VEA '63.

A new suggestion for Skills Week was made on maintenance and operation of equipment and machines utilized in turf grass production and similar work. Mr. Couper acted as secretary for these discussions and recorded results which will be considered by the Conference Committee.

Report on Farm Foreman
Training Program

Mr. Sutherland reported that nine training programs had been started and completed - six of them very successfully. Follow-up interviews are to be conducted. New programs are probably in many areas, including classes for growers.

Training Program for
Coordinator of Vocational
Education - County and
Local

Mr. McMahon reviewed the need for an up-to-date listing of all county coordinators of vocational education and local coordinators who are responsible for two or more kinds of vocational education. Mr. Sutherland reviewed the background and purposes of the three day workshop which has been planned to orient and educate these people. The probable date is February 15, 16, 17.

Summary of Field Reports

Mr. Graf presented a summary of visits by regional supervisors to reimbursed departments. Discussion resulted in an agreement that a revision of the reporting and summarizing procedures would be desirable in order to reflect more accurately the work which is being done with schools and departments.

Young Farmers State
Convention

Mr. Pedersen and Mr. Cutler reported on the plans and progress to date. Mr. Pedersen stated that the mailing of the programs and complete information is just about ready. The convention is to be held at Mission Inn, Riverside, February 4, 5, 6, 1965.

Teacher Placement

The following numbers of beginning teachers are completing work and available for placement at midyear: Cal Poly, 2; University of California, Davis, 5 completing but probably 2-3 available. Cal Poly reported a probable total for the year as 27; University of California, Davis, 17.

Regional Supervisors reviewed situations in their areas as to needs or probable needs. It did not seem necessary for a placement letter to be prepared at this time. Regional supervisors and teacher training staffs will work together on midyear placement as in previous years.

B-15 and B-16 Report

Mr. Walker presented the need for coordination of the various copies of these two materials. This was referred to the Reports Committee for action.

Distribution of Interim
State Plan for Vocational
Education

Mr. McMahon distributed printed copies of the Interim State Plan and asked for suggestions to be made to Mr. Smith on distribution.

It was the recommendation of the staff that copies of this state plan be distributed through a regular mailing from the State Department of Education to school administrators, county superintendents, and other persons to whom such material would normally be sent. Staff members asked that 25 copies of the plan be sent to each of their offices for further use as needed.

ADDENDA NO. 1

IT WAS MOVED, SECONDED AND PASSED that the Bureau staff go on record as believing that in any reorganization plan of the Vocational Education Section, that to preserve and advance the program of agricultural education in California, it is imperative to maintain:

1. the identity of the State Bureau of Agricultural Education and its major procedural functions,
2. the program of direct contact between representatives of the Bureau and the high school and junior college agriculture departments,
3. the existing structure of the professional organization -- the CATA -- with geographical divisions and with appropriate supervisory assistance to maintain such an organization,
4. the existing supervisorship of the Future Farmers of America through a responsible state advisor, working in direct relationship with regional advisors and with the operational office necessary for continuing an effective program.