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THE WHITE HOUSE

WASHINGTON

02 Jul 79

Tim Kraft  
Arnie Miller

The attached was returned in  
the President's outbox today  
and is forwarded to you for  
appropriate handling.

Rick Hutcheson

FOR ACTION  
FYI

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| <input type="checkbox"/>            | JORDAN         |
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| <input type="checkbox"/>            | MOE              |
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THE WHITE HOUSE

WASHINGTON

June 19, 1979

2  
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MEMORANDUM FOR THE PRESIDENT

FROM:

TIM KRAFT *TK*  
ARNIE MILLER *AM*

SUBJECT:

National Advisory Council on  
Adult Education

The National Advisory Council on Adult Education was established to advise the Commissioner of Education on matters of adult education, including procedures governing the approval of the State plans and policies in the field of adult education. The Council is responsible for submitting annual reports to you on its findings and recommendations.

The Council is composed of fifteen members knowledgeable in the field of adult education, state and local public school officials, persons having special knowledge or qualifications with respect to adult education, and persons representative of the general public. Members serve three-year terms.

We recommend the following slate for appointment to the National Advisory Council on Adult Education. Secretary Califano concurs in these appointments.

Reverend James A. Wood (Massachusetts): Dean, Boston Evening College of Arts and Sciences; former Provincial Secretary for the New England Province, Society of Jesus, where his responsibilities included recruiting, selecting and admitting candidates to the Jesuit Order. Served as New England Chairman of the Association for Continuing Education, and is an active member of the National Adult Education Association.

Mildred T. Nichols (Rhode Island): Supervisor of the Career Counseling Service of the Rhode Island Department of Education; Commissioner of the Rhode Island Port Authority and Economic

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Development Corporation, and Commissioner on the Rhode Island Advisory Commission on Women. Previously, Director of Counseling of the Career Education Project for Providence.

Don Dutton, Ph.D. (Arkansas): Professor and Coordinator of Adult and Continuing Education at the University of Arkansas; also serving as President of the Adult Education Association. He has served as professor, administrator and consultant in numerous adult and continuing education programs in Florida, North Carolina, Tennessee and Arkansas.

Bobbie L. Walden (Alabama): Director of Community Education/Adult Competency Education for the Alabama State Department of Education. She has served as a teacher and administrator since 1956. Ms. Walden is also President of the National Association for Public Continuing Adult Education.

Reva Crawford (Arizona): Education Director for the Phoenix Indian Center. She has had numerous consulting, administrative and teaching positions in the field of adult and continuing education programs.

Leonard Schneiderman, Ph.D. (Indiana): Dean of the School of Social Service, Indiana University; formerly Professor of Social Policy at Ohio State University. Dr. Schneiderman has served as a consultant in many national and international education programs.

Maxi C. Jackson, Ph.D. (Michigan): Director of the Center for Urban Affairs, Michigan State University; former Director of the Michigan State University's Volunteer Bureau.

Bernadette Pardo Phillips (Florida): Public Affairs Producer for Channel 10 WPLG, Miami; former newscaster and Assistant News Director for Channel 23 WLTV, Miami. She has produced general community service and education programs

in English and Spanish for Miami's Cuban community. Ms. Phillips is knowledgeable in the area of education of new immigrants.

Lilly Lee Chen (California): Director of Special Projects and Resource Development for the Los Angeles County Department of Public Social Services. She has also served on the Secretary's Advisory Committee on the Rights and Responsibilities of Women at HEW. She is a former Board member of the Organization of Chinese Americans.

Andrew Donaldson, Ph.D. (New York): Associate Director of the State University of New York's Educational Opportunity Center, a college preparatory and job training center for educationally and economically disadvantaged adults. He also hosts a radio discussion program on current education issues, and has hosted and produced several other radio and television programs in the area of education.

RECOMMENDATION:

Appoint the above slate to the National Advisory Council on Adult Education.

✓ approve

\_\_\_\_\_ disapprove



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for Preservation Purposes**

James A. Woods, S.J.  
Boston College  
Chestnut Hill, Mass. 02167

**PROFESSIONAL  
EXPERIENCE:**

My active involvement in various aspects of higher education administration spans more than twenty five years:

**DEAN, BOSTON COLLEGE EVENING COLLEGE OF ARTS,  
SCIENCES, AND BUSINESS ADMINISTRATION, 1968 - present**

Researched and implemented two comprehensive curriculum changes as the director of continuing education at Boston College. Served as New England Chairman of the Association for Continuing Higher Education for two terms and on two occasions was Program Chairman for its annual regional meeting. I have also been an active participant in its regional and national activities.

**UNIVERSITY REGISTRAR, BOSTON COLLEGE, 1972-1975**

Responsible for incorporating the registrar's operations of nine colleges into one comprehensive and cohesive unit and for making operative a single student information system for admissions, financial aid, student accounts, housing and related registrar functions for more than 12,000 students.

**PROVINCIAL SECRETARY, NEW ENGLAND PROVINCE, SOCIETY OF  
JESUS, 1962-1968**

During these six years I had extensive responsibility for recruiting, selecting and admitting candidates to the Jesuit Order. Performed the administrative functions involved in maintaining over 100 Jesuit doctoral students in 70 different universities throughout the world during five regular academic years and three times that number of students and universities during the summers. Administered Bishop Connolly High School in planning and operating its first year.

**REGISTRAR AND FOREIGN STUDENT ADVISOR, COLLEGE OF LIBERAL  
ARTS, PHILOSOPHY AND THEOLOGY, BOSTON COLLEGE, 1958-1962**

Published the advisory manual which is still utilized in this position at Northeastern University and Boston College.

FACULTY, CRANWELL PREPARATORY SCHOOL, LENOX, MASS.  
1955-1958

PROFESSIONAL  
ORGANIZATIONS:

Active member of Association for Continuing Education, (served two terms as New England Chairman), Adult Education Association of USA and Massachusetts, American Association for Higher Education and American Association of University Administrators, Member Board of Directors of the Educational Exchange of Greater Boston (founded 1891)

EDUCATION:

January 1977 - D.ED. (Adult and Continuing Education) Boston University. Dissertation on Costing the Crediting of Prior Learning Experiences has been recommended to a national publisher for publication  
June 1962 - Bachelor of Sacred Theology, Boston College  
June 1961 - Master Arts Teaching - Mathematics, Boston College  
June 1954 - Bachelor of Arts, Boston College

PERSONAL:

March 24, 1931 - Date of Birth  
August, 1948 - Entered Society of Jesus (Jesuits)  
June 1961 - Ordained Roman Catholic Priest

Idred F. Nichols  
Fosdyke Street  
Providence, Rhode Island 02906  
) 401-272-9663  
) 401-272-0900

*Off. Career Counseling Service  
Providence, Rhode Island  
Prov. 02906  
Invent. Dept., Providence, Rhode Island*

9:307

Debt:

Experience

1975 - Present

Supervisor, The Career Counseling Service, The Rhode Island Department of Education

1974 - 1975

Director of Counseling, The Career Education Project, Providence, Rhode Island

1974 - 1973

Associate Director of Counseling, The Career Education Project, Providence, Rhode Island

1973 - 1972

Counselor, The Career Education Project, Providence, Rhode Island

1971

Assistant Professor of English, Brown University Extension Division and Southeastern Massachusetts University, North Dartmouth, Ma. (part-time)

1970

Coordinator of Artists in Residency Program, The Rhode Island State Council on the Arts

1969 - 1963

Instructor in English, Die Berliner Wirtschaftsfachschule, West Berlin, Germany

1963 - 1962

Instructor in English, Clark College, Atlanta, Georgia and Atlanta University Summer School

Education

Hampton Institute, Hampton, Virginia, Master of Arts in Education, 1963

Hampton Institute, Hampton, Virginia, Bachelor of Science, Social Studies Major and English Minor, 1960

Job Related Activities

March 1977

Panelist, Educational Brokering Workshop, The American Association for Higher Education Conference, Chicago

November 1976

Presenter, The U.S. Office of Education National Conference on Career Education, Houston

April 1976

Panelist, Adult Counseling: Alternate Delivery Forms in Continuing Education, American Personnel and Guidance Association Convention, Chicago

1972 - Present

Presenter at local, state and regional professional meetings

1976 - Present

Consultant, The Consulting Network, National Center for Educational Brokering

Appointments by the Governor of Rhode Island

1974 - Present

Commissioner, Rhode Island Port Authority and Economic Development Corporation

1973 - Present

Commissioner, Rhode Island Permanent Advisory Commission on Women

Political Activities

1976

Coordinator, Rhode Island 51.3% Committee  
Member, Rules Committee, Democratic National Convention

1972 - 1976

Member, Democratic National Committee

1974

Delegate, Democratic Party Mid-Term Covention,  
Kansas City

1973 - 1974

Commissioner, Commission on Party Policy and  
Structure

1972

Delegate, Democratic National Convention, Member,  
Platform Committee

#### Women's Activities

1977

Member and Agenda Co-chairperson, Rhode Island In-  
ternational Women's Year Coordinating Committee

1972 - 1976

Policy Council Member, The Rhode Island Women's  
Political Caucus

1949 - Present

Member, Delta Sigma Theta Sorority

#### Community Activities

1977

Budget Panel Member, United Way of Southeastern  
New England

1975

Panel Member, Program Emphasis Project, United Way  
of Southeastern New England

1973 - Present

Board Member, Opportunities Industrialization Center  
of Rhode Island

#### Other

Member of various professional and community organiza-  
tions.

RESUME

MILDRED T. NICHOLS  
56 FOSDYKE STREET  
PROVIDENCE, RHODE ISLAND 02906  
(H) 401-272-9663  
(O) 401-272-0900

EMPLOYMENT

MANAGEMENT

Director, The Career Counseling Service, Rhode Island Department of Education. Responsible for the operation of a telephone career information, guidance and referral service for adults. Duties include selecting, training, supervising and evaluating the staff; overseeing the operation of the Resource Center Library, including the semi-annual compilation of the Education and Training Resources Directory and the Supportive Services Directory; preparing budgets; supervising data collection; writing funding proposals; maintaining liaisons with similar education and work organizations; providing technical assistance; making speeches to diverse community organizations; serving on education and employment related boards and commissions; and participating in nationwide studies of career and educational counseling. 1975 to 1978

Director, The Counseling Component of the Career Education Project, Providence, R.I. Duties included selecting, training and supervising the counseling staff; working with other project components on project procedures related to information development, data gathering, community relations and outreach; planning and implementing the phase-out procedures at the close of the project; and planning and implementing the transition to a state counseling service. 1974 to 1975.

SUPERVISION  
AND  
TRAINING

Associate Director, The Counseling Component, The Career Education Project. Duties included participation in selecting, training and supervising the counseling staff; working with other project staff on project procedures; serving on task force to study adaptation of the project. 1973 to 1974.

COUNSELING

Counselor, Career Education Project, Duties included interviewing clients who were making career and education decisions; selecting career information materials to send to clients; recording observations and compiling data for the project research component; participating in the development and evaluation of telephone counseling procedures. 1972 to 1973.

TEACHING

Assistant Professor, Equivalency Rank, Brown University Extension Division. Taught course in Afro-American Literature. 1971

Assistant Professor, Southeastern Massachusetts University School of Continuing Education. Taught course in Afro-American Literature. 1971.

Instructor, Die Berliner Wirtschaftsfachschule, West Berlin, Germany. Taught English to management, marketing and business administration majors. 1963 to 1969.

Instructor, Clarke College, Atlanta, Georgia. Taught composition and introductory literature courses. 1962 to 1963.

COORDINATION

Coordinator, Artists-in-Residency Program, The Rhode Island State Council on the Arts. Responsible for arranging performances in secondary and post-secondary schools, scheduling demonstration classes in post-secondary institutions, arranging press coverage, conducting program evaluation. 1970.

COMMUNITY SERVICE PROJECTS

CO-AUTHOR

Women's Commission CETA special projects grant proposal. Activities include co-authoring the proposal to study "Compliance with Court-Ordered Support Payments in 1974 and 1977 Divorce Decrees in Rhode Island"; selecting and supervising staff; overseeing the project to completion and planning publication and dissemination of the findings. 1977 to present.

MEMBER

Budget Allocations Panel, United Way of Southeastern New England. Activities include monitoring and evaluating United Way funded agencies that deliver information and referral services, volunteer services and research services. 1977 to present.

MEMBER

Taskforce VI, Program Emphasis Project, United Way of Southeastern New England. Activities included working with staff and task force members to assess, evaluate and make recommendations on community needs and the private sector's role in the areas of information and referral services; research and evaluation services; volunteer services; community planning and development and neighborhood development. 1976 to 1977

EDUCATION

M. A. DEGREE

Hampton Institute, Hampton, Virginia. Education, concentration in English. 1963

B. S. DEGREE

Hampton Institute, Hampton, Virginia. Education, concentration in English and Social Studies. 1950

OTHER

Course, Literature of the Holocaust, Brown University  
1971

Training Seminar, United States Civil Rights Commission  
1973

Training Seminar, National Institute of Education 1974

Numerous workshops

SPECIAL ACTIVITIES: NATIONAL

WORKSHOP LEADER

The National Invitational Conference on Educational Informational Services, The College Board, Education Commission of the States, Denver. 1973

PANELIST

Educational Brokering Workshop, The American Association for Higher Education, Chicago. 1977

PRESENTER

The U. S. Office of Education National Conference on Career Education, Houston. 1976

PANELIST

Adult Counseling; Alternate Delivery Forms in Continuing Education, American Personnel and Guidance Association Convention, Chicago. 1976

CONSULTANT

The Consulting Network, National Center for Educational Brokering. 1976

AGENDA CO-CHAIRWOMAN

Rhode Island International Women's Year, Coordinating Committee, National Commission, U. S. State Department. 1977

COORDINATOR

Rhode Island 51.3% Committee, Carter Campaign. 1976

MEMBER

Democratic Party Rules Committee, Democratic National Convention. 1976

DELEGATE

The Democratic Party Charter Conference, Kansas City 1976

COMMISSIONER

National Commission on Delegate Selection and Party Structure, Democratic National Committee. 1973 to 1974

MEMBER

The Democratic National Committee. 1972 to 1976

MEMBER

The Platform Committee, Democratic National Convention 1972

SPECIAL ACTIVITIES: STATE, APPOINTMENTS BY THE GOVERNOR

MEMBER

Steering Committee, The Rhode Island State Conference on Libraries and Information Services. Preparation for the White House Conference.

COMMISSIONER

Rhode Island Port Authority and Economic Development Corporation. 1974 to present

COMMISSIONER

Rhode Island Permanent Advisory Commission on Women. 1973 to present

OTHER CURRENT POSITIONS

MEMBER

Executive Board, Opportunities Industrialization Center of Rhode Island, Inc.

MEMBER

Opportunities for Women

MEMBER

Liaison Committee, Project CHOICE

MEMBER

Advisory Council, Career Education State Plan

MEMBER

Advisory Council, Governor's Youth Council  
Employment and Training Program

MEMBER

Delta Sigma Theta, Inc.

References available upon request

ADDITION TO RESUME

MILDRED T. NICHOLS  
56 FOSDYKE STREET  
PROVIDENCE, RHODE ISLAND 02906  
(H) 401-272-9663  
(O) 401-272-0900

EMPLOYMENT

MANAGEMENT

Executive Director, Rhode Island Occupational Information Coordinating Committee. Responsible for establishing and maintaining effective liaison between the National Occupational Information Coordinating Committee and the Rhode Island Committee. Duties include preparing and presenting budget documents, developing operational plans for meeting committee goals and objectives, administering projects and contracts, directing and coordinating work of staff members, writing funding proposals. September 1978 -

VITA

DON DUTTON

I. Personal Data

Place of birth: Wadesboro, North Carolina  
Date of birth: October 3, 1935  
Sex: Male  
Marital status: Married  
Children: One son, age 16  
Height: 5' 9"  
Weight: 170  
Home address: 2866 Centerwood  
Fayetteville, Arkansas 72701  
Business address: 218 Graduate Education Building  
University of Arkansas  
Fayetteville, Arkansas 72701  
Telephone: Home 501/521-1057  
Office 501/575-4407

II. Higher Education

|        |                                 |         |                                |
|--------|---------------------------------|---------|--------------------------------|
| B.S.   | North Carolina State University | 1955    | Agricultural Education         |
| M. Ed. | North Carolina State University | 1961    | Agricultural Education         |
|        | North Carolina State University | 1963-64 | Adult Education                |
| Ph. D. | Florida State University        | 1967    | Adult and Continuing Education |

III. Professional Employment

1955-1962: High School Vocational Agricultural Teacher in North Carolina.  
1962-1965: Extension Agent with the North Carolina Cooperative Extension Service.  
1965-1967: Graduate Intern (1965-66) and Research Assistant (1966-67), Department of Adult and Continuing Education, Florida State University.  
1967-1968: Adjunct Assistant Professor, Health Education Department, School of Public Health, University of North Carolina, and Director of Adult and Continuing Education, Southern Branch, American Public Health Association.  
1968-1971: Associate Professor and Director, Adult and Continuing Education, Memphis State University.  
1971-1974: Professor and Director, Adult and Continuing Education, Memphis State University.  
1974 : Professor and Coordinator, Adult and Continuing Education, University of Arkansas.

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\*Fifteen semester hours earned on a part-time basis beyond Master's degree.

#### IV. Certificates Held

North Carolina high school "A" teacher certificate.  
North Carolina high school "G" teacher certificate.

#### V. Summary of All Graduate Work

|                                       |            |                |
|---------------------------------------|------------|----------------|
| Adult and continuing education.....   | 64         | semester hours |
| Education.....                        | 15         | semester hours |
| Administration and supervision.....   | 9          | semester hours |
| Research methods.....                 | 9          | semester hours |
| Sociology.....                        | 6          | semester hours |
| Social psychology and psychology..... | 6          | semester hours |
| Other.....                            | 6          | semester hours |
|                                       | <u>115</u> | semester hours |

#### VI. Thesis and Dissertation Titles

Thesis: A Basis for Organizing an Adult Education Program.  
Dissertation: A Description and Analysis of Selected Characteristics of Voluntary and Involuntary Participants in Adult Basic Education Programs in Florida.

#### VII. Community Activities

Lions Club: Served as Tail Twister; Board of Directors; Third, Second, and First Vice President.

Masons:

Blue Lodge: Have held three offices, served as a First Degree Lecturer, and served on various other committees.

York Rite Masonic Bodies: Have held three offices.

Oasis Shrine Temple.

Eastern Star.

Methodist Church: Served as Sunday School Teacher, Lay Leader, Lay Speaker, Chairman of Stewardship and Finance Committee, Board of Trustees, and a member of various other committees.

Little League Baseball Umpire.

Little League Basketball Coach.

Non Commissioned Reserve Officer, Memphis Police Department, Memphis, Tennessee.

#### VIII. Professional Memberships

Adult Education Association of the USA.

Commission on Adult Basic Education, AEA.

National Association for Public Continuing and Adult Education.

Commission of Professors of Adult Education of USA and Canada.

World Future Society.

Phi Delta Kappa.

Arkansas Association for Public Continuing and Adult Education.

## IX. Professional Honors

1. Member, Publications Committee, National Association for Public Continuing and Adult Education, 1970-71, 1971-72, 1975-76.
2. Member, Social Philosophy Committee, Adult Education Association of the USA, 1970-71, 1971-72, 1973-74, 1974-75, 1975-76.
3. Member, Adult Basic Education Committee, National Association for Public Continuing and Adult Education, 1971-72.
4. Member, Publications Committee, Adult Education Association of the USA, 1972-73, 1973-74, 1974-75, 1975-76.
5. Chairman, Publications Committee, Commission of Professors of Adult Education of USA and Canada, 1972-73, 1973-74, 1974-75, 1975-76.
6. Listed in Leaders in Education, 1971; Personalities of the South, 1971; and the Dictionary of International Biography, 1972.
7. Delegate, Annual Meeting of the Adult Education Association of the USA, Atlanta, Georgia, 1970; Minneapolis, Minnesota, 1972; Dallas, Texas, 1973, New York, New York, 1976.
8. Chairman, Committee on the Professional Preparation of Adult Educators in Higher Education, Tennessee Adult Education Association, 1969-70.
9. Editor, The Tennessee Adult Educator, published four times annually by the Tennessee Adult Education Association, 1969-70, 1970-71, 1971-72, 1972-73, 1973-74.
10. Member, Advisory Council, Tennessee Adult Education Association, 1969-70, and Chairman, 1970-71.
11. Member, Executive Committee, Tennessee Adult Education Association, 1969-70, 1970-71, 1971-72, 1972-73.
12. Chairman, Information and Publications Committee, Tennessee Adult Education Association, 1969-70, 1970-71, 1971-72, and Member, 1972-73, 1973-74.
13. Chairman, Constitutional Revision Committee, Tennessee Adult Education Association, 1970-71.
14. Member, Social Imperatives Task Force, Tennessee Adult Education Association, 1970-71, 1971-72.
15. Vice President, Tennessee Adult Education Association, 1970-71; President, 1971-72.
16. Member, Board of Directors, Tennessee Association for Public Continuing and Adult Education, 1971-72, 1972-73, 1973-74.

17. Member, Research Committee, Tennessee Adult Education Association, 1971-72.
18. Outstanding Leadership Award, Tennessee Adult Education Association, 1971-72.
19. Member, Nominations Committee, Tennessee Adult Education Association, 1972-73.
20. Outstanding Service Award, Tennessee Association for Public Continuing and Adult Education, 1973-74.
21. Member, Executive Committee, Tennessee Newspaper in the Classroom Program for Adults, The Commercial Appeal, 1971-72.
22. Meritorious Service Award, Tennessee Adult Education Association, 1975.
23. Member, Committee on Certification Standards for Adult Education, National Association for Public Continuing and Adult Education, 1975-76.
24. Associate Editor, Adult Leadership, published by the Adult Education Association of the USA, 1975-76, 1976-77.
25. Certificate of Appreciation Award, Fort Smith Adult Education Center, Fort Smith, Arkansas, August 24, 1976.
26. Vice President for Programs, Adult Education Association of the USA, 1976-77.
27. Member, Career Education Study Committee, Adult Education Association of the USA, 1976-77.
28. Member, Executive Committee, Adult Education Association of the USA, 1976-77.

X. University Service

1. Member, Graduate Faculty, University of North Carolina, Chapel Hill, 1968.
2. Member, Graduate Faculty, Memphis State University, 1968-74.
3. Director, Title I of the Higher Education Act Project for Improving Methods and Techniques in Adult Education, Memphis State University, 1968-69, 1969-70.
4. Member, Students in Basic Education Programs, NCATE Self-Study, Memphis State University, 1969-70, 1970-71.
5. Director, SREB Adult Education Teacher Training Project, Funded by the USOE, Memphis State University, 1969-70, 1970-71, 1971-72, 1972-73, 1973-74.
6. Member, Committee for the Study of the Feasibility of Formulating a College of Environmental Sciences, Memphis State University, 1970-71.
7. Member, Committee for Formulating and Implementing a Center for the Study of Higher Education, Memphis State University, 1970-71.
8. Member, Ecological Studies Committee, Memphis State University, 1970-71.
9. Member, Selection Committee Chairman of Department of Educational Administration and Supervision, Memphis State University, 1971.
10. Member, Standing Committee on Continuing Education, Memphis State University, 1971-72, 1972-73, 1973-74.
11. Chairman, Special Activities Committee, Standard IX, Self Study for the Southern Association, Memphis State University, 1971-72.
12. Member, Committees on: (a) Research; (b) Evaluating Professors' Procedures; and (c) Contract Research Effectiveness (Chairman), Department of Educational Administration and Supervision, Memphis State University, 1971-72.
13. Member, Field Services Committee, College of Education, Memphis State University, 1971-72, 1972-73, 1973-74.
14. Member, Advisory Committee, Center for the Study of Higher Education, Memphis State University, 1972-73, 1973-74.
15. Technical Advisor to State-wide Adult Education Evaluation in Tennessee, Bureau of Educational Research, Memphis State University, 1969-70, 1970-71.

16. Developed the Graduate Program in Adult Education that was implemented at Memphis State University, October, 1971.
17. Director, Three ABE Materials and Teaching Institutes, Memphis State University, Funded by the Tennessee State Department of Education, July 5-16, 1971; July 3-14, 1972; June 18-29, 1973.
18. Director, Curriculum Development in ABE Institute, Memphis State University, Funded by the Tennessee State Department of Education, June 17-28, 1974.
19. Member, Graduate Faculty, University of Arkansas, 1974.
20. Director, Adult Education Staff Development Project, University of Arkansas, Funded by the Arkansas State Department of Education, 1974-75, 1975-76, 1976-77.
21. Chairman, Adult Education Faculty Search Committee, University of Arkansas, 1975.
22. Developed the Graduate Program in Adult Education that was implemented at the University of Arkansas in September, 1975.
23. Member, Placement Committee, College of Education, University of Arkansas, 1975-76.
24. Member, Ad Hoc Committee on Study of Ed.D. Programs, University of Arkansas, 1975-76, 1976-77.

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XI. Other Professional Activities

1. Coordinator for Institute for Teachers and Administrators in Adult Basic Education held at Florida State University, 1965.
2. Consultant for the Florida State Department of Education and Florida State University in Psychology of Adult Learning with Implications for Teachers of Adults, 1965-66, in Adult Education Teacher-Trainer Workshops in 19 Counties in Florida.
3. Assistant Program Chairman and Coordinator, Federal Regional Adult Basic Education Institute held for Four Weeks at Florida State University in 1966 for Teacher-trainers from Alabama, Florida, Georgia, Mississippi, South Carolina, and Tennessee.
4. Consultant in Program Evaluation for Migratory Workers Adult Basic Education Program in Clarksdale, Mississippi, February 27-March 4, 1967.
5. Consultant in Adult and Continuing Education, Southern Branch of the American Public Health Association, August-December, 1967, and September, 1968-June, 1970.
6. Director, North Carolina Continuing Education Project for Public Health Workers, January-August, 1968.
7. Chairman of Planning Committee for the Training of Discussion Leaders in North Carolina for Public Health Continuing Education Project, January, 1968.
8. Member of Panel for North Carolina Health Officer's Association Meeting on "Implementation of North Carolina's Continuing Education Project for Public Health Workers," University of North Carolina, February 19, 1968.
9. Group Discussion Leader for Four Area Wide "Comprehensive Health Planning" Meetings in North Carolina held at Greensboro, February 13, 1968; Greenville, February 15, 1968; Charlotte, February 20, 1968; and Asheville, February 23, 1968.
10. Director, Ten Regional Leadership Training Sessions in Community Colleges in North Carolina for Public Health Workers on "How to Conduct an Effective Group Discussion," February and March, 1968.
11. Member of State-wide Continuing Education Committee for All Health Personnel in North Carolina, 1968.
12. Member of Continuing Education Committee for Intra-Agency Planning Task Force, North Carolina State Board of Health, 1968.
13. Director, Adult Basic Education Workshop for West Tennessee Teachers, Jackson State Community College, Jackson, Tennessee, December 14, 1968.

14. Consultant, Tennessee State Department of Health and Tennessee Governor's Training Policy Division Regarding Developing an Adult and Continuing Education Project for Tennessee Public Health Workers, February, 1969.
15. Director, Two Adult Basic Education Reading Workshops for West Tennessee Teachers held at Memphis State University, Memphis Tennessee, March 1, 1969, and at Jackson State Community College, Jackson, Tennessee, May 10, 1969.
16. Consultant, Mississippi State Department of Education for the Planning of a State-wide Adult Basic Education Institute, April 22, 1969.
17. Chairman of Panel on "Problems Incurred in Teaching the Under-educated" for Memphis City Schools' Adult Basic Education Personnel, held at Memphis State University, October 17, 1969.
18. Director, Adult Basic Education Orientation Workshop for Memphis City ABE Teachers, October 17, 1969.
19. Director, Two Workshops on Methods and Techniques of Teaching for West Tennessee Adult Basic Education Personnel held at Memphis State University, Memphis, Tennessee, November 21, 1969, and Jackson State Community College, Jackson, Tennessee, November 22, 1969.
20. Consultant, Maryland State Department of Health, Florida State Department of Health, Tennessee State Department of Health, and Southern Branch, American Public Health Association in Evaluation of Public Health Law Workshops held in Orlando, Florida, September 23-26, 1969; Baltimore, Maryland, October 12-15, 1969; and Nashville, Tennessee, December 1-4, 1969.
21. Consultant, Tennessee State Department of Health in the Evaluation of a Group Leadership Training Workshop held in Nashville, Tennessee, January 26-28, 1970.
22. Consultant, Evaluation of Individualized Learning through Programmed Instruction and Learning Labs Workshop, Chattanooga, Tennessee, March 14, 1970, Sponsored by Adult Education Departments of the Hamilton County Board of Education, Tennessee State Department of Education, and The University of Tennessee.
23. Director, Two Workshops on The "Selection of Adult Basic Education Materials," Jackson, Tennessee--April 9-10, 1970, for West Tennessee Adult Basic Education Supervisors; April 11, 1970, for West Tennessee Adult Basic Education Teachers.
24. Consultant, Tennessee State Department of Education and The University of Tennessee at Knoxville in Planning a State-wide, two-week, Adult Basic Education Reading Institute, July 8, 1970.

25. Member, Program Planning Committee for Tennessee Adult Basic Education Supervisors' Conference, 1970.
26. Director, Tennessee Adult Basic Education Supervisors' Conference, August 10-12, 1970, Memphis State University, Memphis, Tennessee.
27. Director, Church Women United Adult Basic Education Workshop, August 27, 1970, Memphis, Tennessee.
28. Director, Memphis State University Faculty Wives Workshop for Volunteers for GED Program for Adults, Memphis State University, Memphis, Tennessee, October 8, 1970.
29. Director, ABE Learning Lab Workshop for Memphis ABE Learning Lab Coordinators, Memphis, Tennessee, October 17, 1970.
30. Director, Adult Basic Education Workshop for Memphis City and Shelby County ABE Personnel, Memphis State University, December 11, 1970.
31. Consultant in Adult Psychology to Tennessee State Department of Education, December 12, 1970; January 16, 1971; January 23, 1971; and January 30, 1971.
32. Director, ABE Reading Workshop, Jackson, Tennessee, February 20, 1971, for West Tennessee ABE Teachers.
33. Member, Tennessee ABE Summer Institute Planning Committee, 1971.
34. Consultant, Tennessee State Department of Education on Developing a State-wide Staff Development Plan for Adult Educators, April, 1971.
35. Consultant, Kentucky State Department of Education on Developing a State-wide Staff Development Plan for Adult Educators, June, 1971.
36. Director, Second Annual Tennessee ABE Supervisors' Conference, August 9-11, 1971, Memphis, Tennessee.
37. Member, Tennessee Adult Education Staff Development Committee, State Department of Education, 1971-72, 1972-73.
38. Director, West Tennessee ABE Workshops, November 13, 1971, Memphis, Tennessee; November 20, 1971, Jackson, Tennessee; and February 4, 1972, Memphis, Tennessee.
39. Consultant, Hardeman County Vocational, Technical, and Adult Education Personnel, Bolivar, Tennessee, December 15, 1971.
40. Consultant, Department of Adult Education, Texas A&M University and the Texas Educational Agency (State Department), Adult Education Workshop, College Station, Texas, March 9-10, 1972.

- 41. Consultant, Memphis City Board of Education for Planning Workshop for Memphis City School Elementary Education Teachers, May 16, 23, 26, 1972.
- 42. Technical Consultant, Evaluation of Tennessee Adult Learning Centers, State Department of Education, 1971-72.
- 43. Consultant, Higher Education Conference, University of Arkansas and the Arkansas State Department of Education, Hot Springs, Arkansas, July 6-8, 1972.
- 44. Consultant, Evaluation of Sociological Aspects of Adults, University of Arkansas, Little Rock, Arkansas, July 15, 1972.
- 45. Consultant, Specialist Program in Adult Education, Alabama State University, Montgomery, Alabama, June 17, 24, 1972.
- 46. Consultant, Philander Smith College and the State Department of Education, Little Rock, Arkansas, on Establishing Undergraduate Courses in Adult Education, September 1972.
- 47. Consultant, Delivering Public Health Services, American Public Health Association, Birmingham, Alabama, January 3-4, 1973.
- 48. Consultant, Staff Development in Adult Basic Education, Philander Smith College and Arkansas State Department of Education, Little Rock, Arkansas, March-April, 1973.
- 49. Consultant, Statistical Analysis of Public School Adult Education Potential in Tennessee, State Department of Education, Nashville, Tennessee, March, 1973.
- 50. Director, Two ABE Workshops in West Tennessee on Guidance and Counseling, Reading, and Record Keeping, Memphis, Tennessee, January 19, 1973; Jackson, Tennessee, February 24, 1974.
- 51. Consultant, Staff Development in Adult Education, Arkansas State Department of Education and Institutions of Higher Education, Hot Springs, Arkansas, June 15-16, 1973.
- 52. Consultant, Staff Development in Adult Education, North Carolina State Board of Education, East Carolina University, Appalachian State University, and North Carolina A & T University, Greensboro, North Carolina, June 9-11, 1973.
- 53. Director, Third Annual Tennessee ABE Supervisors' Conference, Memphis, Tennessee, August 1-3, 1973.
- 54. Consultant, Adult Basic Education, Central State University and the Oklahoma State Department of Education, Sequoia State Park, Oklahoma, September 16-18, 1973.
- 55. Member, Advisory Board, ABE Library Project, Memphis Public Library and Information Center, Memphis, Tennessee, 1973-74.

56. Member, Tennessee Adult Education Advisory Council, State Department of Education, Nashville, Tennessee, 1973-74.
57. Member, Salary Scale Committee, Adult Education, State Department of Education, Nashville, Tennessee, 1973-74.
58. Member, ABE Institutes Committee, State Department of Education, Nashville, Tennessee, 1970-71, 1971-72, 1972-73, 1973-74.
59. Consultant, Adult Learner Research Project, University of Tennessee and the Tennessee Valley Authority, Knoxville, Tennessee, December 6, 1973.
60. Consultant, GED Programs, State Technical Institute, Memphis, Tennessee, December 20, 1973.
61. Director, Adult Basic Education Workshops, Memphis, Tennessee, January 19, 1974; Jackson, Tennessee, February 2, 1974; and Columbia, Tennessee, March 2, 1974.
62. Consultant, Evaluation of Adult Education Program, Shelby County Board of Education, Memphis, Tennessee, 1973-74.
63. Member, Adult Psychology Section, AEA, 1973-74.
64. Member, Civic and Government Advisory Committee, MDTA Skills Center, Memphis, Tennessee, 1973-74.
65. Consultant, Program Planning, Memphis Police Academy, Memphis, Tennessee, March 6, 1974.
66. Consultant, Adult Higher Education, Arkansas and Louisiana State Departments of Education, Hot Springs, Arkansas, April 24-26, 1974.
67. Consultant, ABE Staff Development Bi-State Conference, Arkansas and Louisiana, Shreveport, Louisiana, June 20-21, 1974.
68. Member, Planning Committee, Tennessee Adult Education Supervisors' Conference, Murfreesboro, Tennessee, 1974.
69. Consultant, Adult Learning Center, Carlisle, Arkansas, August 8-9, 1974.
70. Co-Staff Development Specialist, State of Arkansas, USOE Region VI Adult Education Project, 1974-75.
71. Member, Arkansas Adult Education Staff Development Council, 1974-75.
72. Member, Regional Coordinating Council, USOE Region VI Adult Education Staff Development Project, 1974-75.
73. Member, Arkansas Adult Education Advisory Council, 1974-75.

74. Member, Advisory Committee, USOE Funded Right to Read Project, University of Arkansas, 1974-75.
75. Presided, Commission of Professors of Adult Education of USA and Canada Session, Miami, Florida, November 3, 1974.
76. Consultant, Workshop on Orienting Higher Education Personnel in Oklahoma to Their Role in Public Service, Central State University, Edmond, Oklahoma, December 11-12, 1974.
77. Member, Arkansas Library Advisory Council, 1974-75, 1975-76.
78. Chairman, Panel on Certification in Adult Education, USOE Region VI Bi-State Staff Development Conference, Shreveport, Louisiana, January 22-23, 1975.
79. Presided, Tennessee Adult Education Association on Andragogy versus Pedagogy, Gatlinburg, Tennessee, May 8, 1975.
80. Member, Panel on Use of ABE/ITV Material in the University, August 13, 1975, Denver, Colorado.
81. Member, Panel on Copyright Law and Its Relativity to Adult Education, Denver, Colorado, August 14, 1975.
82. Director, Arkansas Adult Learning Lab Workshop, Fort Smith, Arkansas, August 26-28, 1975.
83. Member, Adult and Continuing Education Committee, Southern States Work Conference, 1974-75, 1975-76.
84. Consultant, Curriculum Development for Adult Education, Tennessee State Department of Education and Memphis State University, August, 1975.
85. Consultant, Evaluation of Educational Program for Vietnamese Refugees, USOE and Westark Community College, Fort Chaffee, Arkansas, July-August, 1975.
86. Member, Advisory Committee, Developing Undergraduate Courses, 309 Project Funded by Arkansas Department of Education to University of Arkansas at Pine Bluff, 1975-76.
87. Member, Advisory Committee, Developing Undergraduate Courses, 309 Project Funded by Arkansas Department of Education to Philander Smith College, 1975-76.
88. Member, Advisory Committee, Developing TV Programs on Adult Education, 309 Project Funded by Arkansas Department of Education to the University of Central Arkansas, 1975-76.

89. Member, Advisory and Planning Committees, Reading in ABE, 309 Project Funded by Arkansas Department of Education to University of Arkansas at Little Rock, 1975-76
90. Member, Advisory, Planning, and Evaluation Committees, Adult Learning Lab Workshop, 309 Project Funded by Arkansas Department of Education to Fort Smith Public Schools, 1975-76.
91. Consultant, ABE Staff Development in Oklahoma, Central State University and the Oklahoma State Department of Education, Canadian, Oklahoma, September 27-28, 1975.
92. Member, Review Team, Arkansas Department of Education, in Manpower Training, Adult Education, Vocational Standards, and Veterans Approving Agency, 1975-76.
93. Member, Advisory Committee for Adult Education Recruiting and Public Relations Film and Continuation of Dial-Access Retrieval Project, 309 Special Project, Carlisle Public Schools and the Arkansas Department of Education, 1975-76.
94. Member, Advisory Committee for Methods of Teaching and Follow-up of Former Students, 309 Special Project, Red River Vocational-Technical School and the Arkansas Department of Education, 1975-76.
95. Member, Advisory Committee for Adult Education Special Experimental Class, 309 Special Project, Oklahoma Public Schools and the Arkansas Department of Education, 1975-76.
96. Member, Advisory Council for Education of Adult Indochinese, Arkansas Department of Education, 1975-76.
97. Chairman, Planning Committee and Evaluation Committee, and Director, Workshop on Teaching Adult Indochinese, Hot Springs, Arkansas, February 19-21, 1976.
98. Member, Planning Committee, Bi-State Conference on APL, Arkansas and Louisiana Departments of Education, 1975-76.
99. Guest Lecturer, Adult Education, UALR Undergraduate Class, Little Rock, Arkansas, January 27, 1976.

XIII. Papers Presented

1. "Techniques to Avoid in Teaching Adults." Presented at Florida Law Enforcement Academy, 1966.
2. "Principles of Program Planning." Presented to Hillsborough County Adult Education Personnel, Tampa, Florida, 1966.
3. "Physiological Characteristics of Adults with Implications for Adult Teachers." Presented to Hillsborough County Adult Education Personnel, Tampa, Florida, 1966.
4. "Social Change and the Professional Public Health Worker." Presented at Public Health Seminar, University of North Carolina, February 29, 1968.
5. "Differences in Leadership Styles." Presented to Public Health Workers in North Carolina, March 1968, and Louisiana, October, 1968.
6. "Types of Personalities Emerging in Groups and How to Handle Them." Presented to Public Health Workers in North Carolina, March, 1968, and Louisiana, October, 1968.
7. "What's Ahead in Adult Education." Presented at West Tennessee Adult Education Association Meeting, Memphis, Tennessee, October 3, 1968.
8. "Evaluation of a Continuing Education Project Using Educational Television." Joint Paper Prepared by Dutton and Hering. Delivered by Hering at American Public Health Association's Annual Meeting, Detroit, Michigan, November, 1968.
9. "Motivating the Adult Learner." Distributed at the Third Annual National Distributive Education Conference, Memphis, Tennessee, January 28, 1969.
10. "Characteristics of the Undereducated Adult." Presented at the Third Annual National Distributive Education Conference, Memphis, Tennessee, January 28, 1969.
11. "Adult and Continuing Education for Tennessee Public Health Workers." Presented to the Tennessee Local Health Officers Association and Health Educators, Nashville, Tennessee, January 30, 1969.
12. "Teacher Training for Adult Basic Education Personnel." Presented to Tennessee Adult Education Evaluation Committee. Nashville, Tennessee, July 10, 1969.
13. "The Adult Learner." Presented at Mississippi Adult Basic Education Institute, Mississippi State University, Starkville, Mississippi, July 22, 1969.

14. "Professional Preparation of Adult Educators in Institutions of Higher Learning." Presentation at the Tennessee Adult Education Association's Annual Meeting, Nashville, Tennessee, October 13, 1969.
15. "Graduate Study in Adult Education." Presented at Memphis City Schools' Adult Basic Education Workshop, Memphis, Tennessee, October 17, 1969.
16. "Continuing Education for Adult Basic Education Personnel." Presented to Tennessee Adult Education Evaluation Committee, Nashville, Tennessee, January 16, 1970.
17. "Program Development in Adult Education." Presented at Fayette County Economic Development Workshop, Somerville, Tennessee. February 5-6, 1970.
18. "Physiological, Psychological, and Sociological Characteristics of Adults." Presented at Fayette County Economic Development Workshop, Somerville, Tennessee, February 12-13, 1970.
19. "Guidance of Learning Activities in Adult Basic Education." Presented at Fayette County Economic Development Workshop, Somerville, Tennessee, February 20, 1970.
20. "The Disadvantaged Adult." Presented to Church Women United, Memphis, Tennessee, June 1, 1970.
21. "Understanding the Adult Learner." Presented at United Church Women's Adult Basic Education Workshop, Memphis, Tennessee, August 28, 1970.
22. "Adult Psychology." Presented at Middle Tennessee Adult Education Workshops, Murfreesboro, Tennessee, December 12, 1970; Columbia State Community College, Columbia, Tennessee, January 16, 1971; Austin Peay State University, Clarksville, Tennessee, January 16, 1971; and Tennessee Technological University, Cookeville, Tennessee, January 30, 1971.
23. "Get a Piece of the Action: Opportunities for Continuing Education." Presented at University of Tennessee-Memphis State University Joint Center, Memphis, Tennessee, February 1, 1971.
24. "Adult Education--An Overview." Presented to Memphis City Teachers, Memphis, Tennessee, April 15, 1971.
25. "Model for Planning Staff Development." Presented to Kentucky ABE Personnel, Lake Barkley, Kentucky, June 3, 1971.
26. "An Overview of ABE Summer Institutes in Tennessee." Presented to Second Annual Tennessee ABE Supervisors' Conference, Memphis, Tennessee, August 9-11, 1971.

27. "It Can't Be Done or Can It?" Presented to Graduates of the GED and Evening High School Program, January 28, 1972, Memphis, Tennessee.
28. "Adult Education: A Challenge to the State of Arkansas." Presented to Adult Educators, Arkansas State University, Jonesboro, Arkansas, March 25, 1972.
29. "Dealing with Problem Participants in Groups." Presented to Kiwanis Club, Millington, Tennessee, June 20, 1972.
30. "Developing Adult Education Degree Programs in Arkansas Institutions of Higher Learning." Presented to Arkansas Higher Education Conference, Hot Springs, Arkansas, July 7, 1972.
31. "Adult Education and the Blind." Presented to Southeastern Association of Blind Adult Educators, Chattanooga, Tennessee, July 28, 1972.
32. "An Overview of Curriculum Development." Presented to 650 Memphis City School Elementary Teachers, Memphis, Tennessee, August 24, 1972.
33. "Developing Behavioral Objectives." Presented to Program on Problem Solving Skills Personnel, Memphis City Board of Education, October 4, 1972.
34. "The Role of the Adult Education Administrator in the Future." Presented at the Adult Education Association of the USA and the National Association of Public Continuing and Adult Education Association's Annual Meeting, Minneapolis, Minnesota, November 18, 1972.
35. "Factors Affecting the Adult's Ability to Learn." Presented at West Tennessee ABE Workshop, Jackson State Community College, Jackson, Tennessee, February 24, 1973.
36. "An Overview of Adult Education with Emphasis on Arkansas." Presented at ABE Paraprofessional Workshop, Philander Smith College, Little Rock, Arkansas, March 17, 1973.
37. "Understanding Adult Basic Education's Clientele." Presented at Paraprofessional Workshop, Philander Smith College, Little Rock, Arkansas, March 24, 1973.
38. "Continuing Education for Nurses." Presented at Tennessee Nurses' Association Meeting, Memphis, Tennessee, April 11, 1973.
39. "The Role of the Paraprofessional in ABE." Presented at Paraprofessional Workshop, Philander Smith College, Little Rock, Arkansas, April 14, 1973.
40. "Staff Development Trends in Adult Education in the United States." Presented at Arkansas Higher Education Conference, Hot Springs, Arkansas, June 15, 1973.

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41. "Recommendations for Staff Development Activities in Adult Education, 1973-74." Presented at Arkansas Higher Education Conference, Hot Springs, Arkansas, June 16, 1973.
  42. "Role of the University in Adult Basic Education." Presented at ABE Workshop, Gallatin, Tennessee, August 29, 1973.
  43. "Need for Public School Adult Education." Presented at ABE Workshop, Clarksville, Tennessee, September 12, 1973; Wartburg, Tennessee, September 19, 1973.
  44. "Motivation and Retention in Adult Education." Presented at Oklahoma Local ABE Directors Annual Meeting, Wagoner, Oklahoma, September 17, 1973.
  45. "Formulating Objectives." Presented to Program on Problem Solving Skills Personnel, Memphis City Schools System, Memphis, Tennessee, September 27, 1973.
  46. "Incentives for Graduate Training." Presented to the Tennessee Adult Education Advisory Council, Nashville, Tennessee, November 28, 1973.
  47. "Initiating Graduate and Undergraduate Programs in Adult Education." Presented at the U.S. Office of Education's Region VI Bi-State Staff Development Conference for Arkansas and Louisiana Higher Education Personnel, Hot Springs, Arkansas, April 24, 1974.
  48. "Certification Requirements in Adult Education." Presented at the U.S. Office of Education's Region VI Bi-State Staff Development Conference for Arkansas and Louisiana Higher Education Personnel, Hot Springs, Arkansas, April 26, 1974.
  49. "Understanding the Adult Learner." Presented at Adult Education Staff Development Workshop, Hot Springs, Arkansas, July 24, 1974.
  50. "Adult Learning." Presented at Adult Education Staff Development Workshop, Dardanelle, Arkansas, September 7, 1974.
  51. "The Role of the University in Adult Education." Presented at Phi Delta Kappa Meeting, Fayetteville, Arkansas, September 9, 1974.
  52. "Tennessee Adult Education: Past, Present, and Future." Member of a Panel Presentation, West Tennessee Association for Public Continuing and Adult Education, Memphis, Tennessee, October 4, 1974.
  53. "Physiological and Psychological Changes in Adults with Aging." Presented to Right to Read Workshop, Little Rock, Arkansas, October 10, 1974.
  54. "Be A Can-Doer in Adult Education." Presented to the Tennessee Association for Public Continuing and Adult Education, Nashville, Tennessee, October 10, 1974.

55. "Changes in Adults with Age and Their Effect on the Teaching-Learning Process." Presented at the Department of Corrections, Pine Bluff, Arkansas, October 31, 1974.
56. "Problems in Acquiring a Body of Literature in Adult Education." Presented to the Commission of Professors of Adult Education of the USA and Canada, Miami, Florida, November 3, 1974.
57. "Public School Adult Education in Arkansas." Presented to the Arkansas Adult Education Advisory Council, Little Rock, Arkansas, November 15, 1974.
58. "Adult Learning Centers." Presented to Sebastian County Adult Education Personnel, Fort Smith, Arkansas, November 22, 1974.
59. "The Adult as a Learner." Presented at the Arkansas Association for Public Continuing and Adult Education Annual Meeting, Hot Springs, Arkansas, November 26, 1974.
60. "Uniqueness of Working with Adults in University Continuing Education Programs." Presented to Oklahoma Higher Education Personnel, Edmond, Oklahoma, December 11, 1974.
61. "The Implication of Certification on Local Public School Adult Education Programs." Presented at the U.S. Office of Education's Region VI Bi-State Staff Development Conference for Arkansas and Louisiana, Shreveport, Louisiana, January 23, 1975.
62. "Adult and Community Education." Presented at the Arkansas Recreation-Community Education Conference, Hot Springs, Arkansas, March 13, 1975.
63. "Overview of Adult Psychology." Presented on Oklahoma Educational Television, March 27, 1975. (Originated at Central State University, Edmond, Oklahoma; three hour presentation).
64. "Understanding Adults." Paper Presented at Arkansas Vocational Education Institute, University of Arkansas, Fayetteville, Arkansas, July 1, 1975.
65. "A Model for Program Development in Public School Adult Education." Paper Presented at Tennessee ABE Institute, Memphis State University, Memphis, Tennessee, July 21, 1975.
66. "Factors Affecting the Formulation of Instructional Objectives in Public School Adult Education." Paper Presented at Tennessee ABE Institute, Memphis State University, Memphis, Tennessee, July 22, 1975.
67. "Techniques of Teaching Educationally Disadvantaged Adults." Paper Presented at Tennessee ABE Institute, Memphis State University, Memphis, Tennessee, July 23, 1975.

68. "Understanding the Adult Students with Implications." Paper Presented at Arkansas Annual Vocational Education Conference Little Rock, Arkansas, August 4-6, 1975.
69. "The Use of ABE/ITV Material in University Adult Education Programs." Presented at National ABE/ITV Conference, Denver, Colorado, August 13, 1975.
70. "Psychological Aspects of Adults." Presented at Oklahoma Adult Education Supervisors Meeting, Fountain Head Lodge, Oklahoma, September 28, 1975.
71. "Professional Growth in Adult Education." Presented at Arkansas Association for Public Continuing and Adult Education, Little Rock, Arkansas, November 25, 1975.
72. "Staff-Development Experiences for Teachers of Adult Indochinese." Presented at the Arkansas Workshop for Teachers of Adult Indochinese, Hot Springs, Arkansas, February 20, 1976.
73. "Needs Assessment in Adult Education." Presented at the Arkansas Adult Education Orientation Conference, Hot Springs, Arkansas, August 18, 1976.
74. "ABE Teachers and Paraprofessionals." Presented at the Arkansas Adult Education Orientation Conference, Hot Springs, Arkansas, August 19, 1976.

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XIII. Representative Publications

1. Basic Guidelines for Developing an Adult Education Program in a Junior College. Tallahassee: Florida State University, 1966. (with others)
2. "The Continuing Education Project: A Report to Public Health Workers," The Health Bulletin. Raleigh: North Carolina State Board of Health, June, 1968. pp. 5-9. (with others)
3. Leadership Training for Public Health Workers in North Carolina: An Evaluative Study. Birmingham: Southern Branch, The American Public Health Association, July 1968. (71 pages)
4. Reactions of North Carolina Local Health Directors and State Board of Health Division Directors to Selected Questions Relative to the Continuing Education Program. Birmingham: Southern Branch, The American Public Health Association, August, 1968. (18 Pages)
5. Reception of the Interpersonal Relations Series of the Continuing Education Project for Public Health Workers in North Carolina. Birmingham: Southern Branch, The American Public Health Association, September, 1968. (151 pages)
6. Reactions of Alabama Public Health Workers to a Demonstration Continuing Education Project. Birmingham: Southern Branch, The American Public Health Association, November, 1968. (Dutton and Hering) (87 pages)
7. Continuing Education in Alabama After One Year. Montgomery: Alabama Department of Public Health, November, 1969. (Dutton, Hering, and Ludden) (9 pages)
8. An Evaluation of Leadership Training in Louisiana. Birmingham: Southern Branch, The American Public Health Association, November, 1968. (37 pages)
9. Evaluation of Adult Basic Education Workshop in West Tennessee. Memphis: Memphis State University, January, 1969. (Dutton and Glover) (54 pages)
10. Effect of the Interpersonal Relations Series of the Continuing Education Project on Inducing Attitudinal and Behavioral Changes Among Public Health Workers in North Carolina. Birmingham: Southern Branch, The American Public Health Association, February, 1969. (102 pages)
11. Assessment of the Impact of Adult and Continuing Education on North Carolina Public Health Workers. Birmingham: Southern Branch, The American Public Health Association, May, 1969. (130 pages)

12. Evaluation of Adult Basic Education Reading Workshop in West Tennessee. Memphis: Memphis State University, July, 1969. (Dutton and Glover) (58 pages)
13. "Motivating the Adult Learner." Saleable Skills for Adults with Special Needs. ed. Carroll B. Coakley. Danville, Illinois: The Interstate Printer and Publishers, Inc., 1969, pp. 31-36.
14. "Professional Preparation of Adult Educators in Institutions of Higher Learning," The Tennessee Adult Educator, Vol. I, Number 1, 1969, pp. 31-33.
15. Evaluation of an Adult Basic Education Orientation Workshop for Memphis City Schools Personnel. Memphis: Memphis State University, November 1969. (Dutton and Moss) (129 pages)
16. "The Adult Learner," Behavioral Skills for Adult Basic Education, by Don Seaman and Emmett Kohler. Starkville, Mississippi: Mississippi State University, November, 1969, pp. 6-8.
17. Assessment of Workshops on Principles of Public Health Law and Legal Tools for Effective Health Administration. Birmingham: Southern Branch, The American Public Health Association, December, 1969. (Dutton and Hering) (53 pages)
18. Creating Effective Learning Experiences in the Adult Classroom. Memphis: Memphis State University, January, 1970. (Dutton and Moss) (97 pages)
19. "Should the Clientele be Involved in Program Planning?" The Tennessee Adult Educator, Volume II, Number 1, 1970, pp. 16-19.
20. Group Dynamics and Public Health. Nashville: Tennessee State Department of Public Health, February, 1970. (Dutton and Edwards) (23 pages)
21. Factors Affecting the Process of Educational Change. Memphis: Memphis State University, March, 1970. (80 pages)
22. "The Demise of Adult Education." The Tennessee Adult Educator, Volume II, Number 2, 1970, pp. 54-57.
23. Selection of Adult Basic Education Materials. Memphis: Memphis State University, May, 1970. (63 pages)
24. "People Pollution: A Present Danger," The Appalachian, Volume XLV, No. 7, p. 8.
25. Tennessee Adult Basic Education Evaluation 1969. Memphis: Memphis State University, April, 1970. (with others) (30 pages)
26. "Adult Education Programs in Tennessee Universities," The Tennessee Adult Educator, Volume II, Number 5, 1970, pp. 140-141.

27. "Adult Education Summer Institutes," The Tennessee Adult Educator, Volume II, Number 5, 1970, pp. 156-158.
28. Evaluation of Tennessee Adult Basic Education Supervisors' Conference. Memphis: Memphis State University, October, 1970. (Dutton and Glover) (115 pages)
29. Supervision in Adult Basic Education. Memphis: Memphis State University, November, 1970. (Dutton and Glover) (92 pages)
30. "Adult Education Home Study Programs," The Tennessee Adult Educator, Volume II, Number 6, 1970, p. 175.
31. "Should the Clientele Be Involved in Planning the Program?" Adult Leadership, Volume 19, Number 6, December, 1970, pp. 181-182.
32. "Adult Education: Today's Imperative," Educational Quest, Volume XIV, No. 3, Fall, 1970, pp. 25-26, 32.
33. "Literacy Education for Adolescents and Adults," Adult Leadership, Volume 19, Number 6, December, 1970, p. 199. (Book Review)
34. Evaluation and Proceedings of Memphis City-Shelby County Adult Education Workshop. Memphis: Memphis State University, January, 1971. (Dutton and Jordan) (75 pages)
35. "Adult Education Workshops," The Tennessee Adult Educator, Volume III, Number 1, Spring, 1971, p. 8.
36. Teaching Reading to the Disadvantaged Adult. Memphis: Memphis State University, March, 1971. (Dutton and Glover) (118 pages)
37. "Adult Education and the Population Explosion," Adult Leadership, Volume 19, Number 10, April, 1971, p. 340.
38. "Adult Education: The Key to Survival," Adult Leadership, Volume 20, Number 1, May, 1971, pp. 5-6.
39. "The Use of Placement Tests in Adult Basic Education: Help or Hindrance," Educational Catalyst, February, 1972. (Seaman and Dutton)
40. The Formulation, Implementation, and Evaluation of Tennessee ABE Summer Institutes, 1971. Memphis: Memphis State University, September, 1971. (Dutton and Easter) (51 pages)
41. "Tennessee ABE Teacher Training Activities," The Tennessee Adult Educator, Volume III, Number 3, Fall, 1971, pp. 90-92.
42. "Self Evaluation," Methods and Techniques in Adult Education, ed. by Chester Klevens. New York: Klevens Publishing Company, 1972, pp. 265-274 (Dutton and Seaman)

43. "Audio Visual Aids in Adult Literacy Education," Literacy Discussion. Teheran, Iran: International Institute for Adult Literacy Methods, Volume II, Number 3, pp. 27-42. (Dutton and Seaman)
44. "Supervisory Training in Adult Basic Education in Tennessee," Readings in Staff Development. Atlanta: Southern Regional Education Board, 1971, pp. 67-80. (Dutton and Glover)
45. ABE Staff Development in West Tennessee. Memphis: Memphis State University, January, 1972. (Dutton, Glover, and Welch) (106 pages)
46. Establishing a Successful GED Program. Englewood Cliffs, New Jersey: Prentice-Hall, Inc., 1972. (Seaman and Dutton)
47. Understanding Group Dynamics in Adult Education. Englewood Cliffs, New Jersey: Prentice-Hall, Inc., 1972 (Dutton and Seaman)
48. "Program Development in Adult Basic Education," Handbook of Adult Education. Montgomery: Alabama State Department of Education, 1972, pp. 116-119.
49. "I'm OK--You're OK," Adult Leadership, Volume 20, Number 10, April, 1972, pp. 377-378. (Book Review)
50. ABE Staff Development in Middle Tennessee. Memphis: Memphis State University, April, 1972. (Dutton, Easter, and Holt) (36 pages)
51. "Tennessee Staff Development in Adult Basic Education," The Tennessee Adult Educator, Volume IV, Number 3, Fall, 1972, p. 76.
52. The Summer of 72. Memphis: Memphis State University, December, 1972. (Brown and Dutton) (52 pages)
53. "Adult Basic Education: Implications for the South," The Tennessee Adult Educator, Volume V, Number 1, Spring, 1973, pp. 20-22. (Seaman and Dutton)
54. "Public School Adult Education's Need in Tennessee," The Tennessee Adult Educator, Volume V, Number 2, Summer, 1973, pp. 40-47. (Dutton and Brown)
55. "Statistics Supporting Need for Public School Adult Education in Tennessee," The Tennessee Adult Educator, Volume V, Number 3, Fall, 1973, pp. 74-77. (Dutton and Brown)
56. The Summer of 73. Memphis: Memphis State University, November, 1973. (Gunter and Dutton) (77 pages)
57. "The Use of Hardware in Adult Basic Education," The Tennessee Adult Educator, Volume V, Number 4, Winter, 1973, pp. 103-106. (Dutton and Seaman)

58. Stories for Adults to Read. Memphis: Memphis State University, August, 1973. (Dutton and Glover) (31 pages)
59. Education of Tennessee Adults by Economic Districts. Memphis: Memphis State University, October, 1973. (Dutton and Gunter) (11 pages)
60. "Should the Clientele Be Involved in Program Planning?" Continuing Education in Nursing, Elda S. Popiel (ed.). St. Louis: C.V. Mosby Publishing Company, 1973.
61. "The First Sex." Adult Leadership, Volume 22, Number 9, March, 1974, pp. 310-311. (Book Review) (Dutton and Gunter)
62. "Adult Education Series, Florida State University," Adult Leadership, Volume 23, Number 2, June, 1974, p. 57. (Book Review) (Dutton and Gunter)
63. ABE Regional Workshops in Tennessee. Memphis: Memphis State University, August, 1974. (Gunter and Dutton) (30 pages)
64. Adult Basic Education Curriculum Development. Memphis: Memphis State University, August, 1974. (Dutton and Glover) (29 pages)
65. "What Do You Say After You Say Hello?" Adult Leadership, Volume 23, Number 4, October, 1974, p. 124. (Book Review)
66. Public School Adult Education Need in Arkansas. Fayetteville: University of Arkansas, 1974. (28 pages)
67. "Summary of Educational Level of United States Adults 25 Years of Age and Over," The Mississippi Adult Educator, Volume II, Number 1, Fall, 1974, p. 16. (Dutton and Gunter)
68. "Motivation and Retention," Oklahoma Adult Basic Education Workshops, 1973-74. Richard Mitchell, Editor. Edmond, Oklahoma: Central State University, Edmond, Oklahoma.
69. "Explorations in Non-Traditional Study," Adult Education, Volume XXV, Number 2, 1975, pp. 131-132. (Book Review)
70. Statistics Supporting Need for Adult Education in the United States with Emphasis on the Southwest. Austin: University of Texas, 1975. (202 pages)
71. "Model for State-wide Reading Institutes," Designs for Teacher Training in Reading and Adult Basic Education. Tom Rakes, Editor. Newark, Delaware: International Reading Association, 1975. (In progress)

72. "Initiating Graduate and Undergraduate Programs in Adult Education," Bi-State Staff Development Conference for Higher Education Personnel. Austin: University of Texas, 1975, pp. 8-19.
73. "Summary of Discussion on Teacher Certification," Bi-State Staff Development Conference for Higher Education Personnel, Austin: University of Texas, 1975, pp. 36-38.
74. "Public School Adult Education Need in Arkansas," Arkansas Adult Education Evaluation, ed. by Hugh Mills. Fayetteville, Arkansas, 1975, pp. 189-214.
75. "Behavior Modification in Adults," Newsletter, Graduate Student Section, AEA of USA, October, 1975, p. 5.
76. Adult Learning Lab Institute. Fayetteville: University of Arkansas, January, 1976. (Dutton, Morris, and Haley) (22 pages).
77. "Self Evaluation," Materials and Methods in Continuing Education. Los Angeles: Klevens Publications, 1976. (Dutton and Seaman).
78. "Public School Adult Education," In Quest of Knowledge: A Historical Perspective on Adult Education. (Bi-Centennial Edition). Washington, D.C.: National Association for Public Continuing and Adult Education, 1976. (Dutton and Seaman).
79. "Development, Demonstration, and Dissemination: Case Studies of Selected Special Projects in Adult Basic Education," Adult Leadership, Volume 24, Number 8, April, 1976, p. 27. (Book Review).
80. "Belonging," The Mississippi Adult Educator, Volume III, Number 4, July, 1976, pp. 17-24.
81. Assessment of the Effectiveness of Arkansas' Workshop for Teachers of Adult Indochinese. Fayetteville: University of Arkansas, November, 1976. (Dutton and Harvey) (34 pages).
82. Evaluation of Arkansas Workshop on Individually Prescribed Instruction. Fayetteville: University of Arkansas, January, 1977. (Dutton, Morris, and Haley) (21 pages).

FOR PRESIDENTIAL APPOINTMENTS ONLY

RESUME INFORMATION NECESSARY FOR COMMITTEE  
EVALUATION

NAME Bobbie L. Walden

HOME ADDRESS (IF STUDENT, PARENTS' ADDRESS)  
3858 Antoinette Drive  
Montgomery, Alabama 36111

BUSINESS ADDRESS (IF STUDENT, COLLEGE MAILING ADDRESS)  
111 Coliseum Blvd.  
Montgomery, Alabama 36109

DATE OF BIRTH  
November 2, 1934

PLACE OF BIRTH  
Tuscaloosa, Alabama

EDUCATION AND/OR TRAINING

B.A., Judson College, Marion, Alabama; 1956  
M.Ed., Auburn University, Auburn, Alabama; 8/71  
Ed.S., Auburn University, Auburn, Alabama; 6/75

PROFESSIONAL BACKGROUND OR COMMUNITY CONTRIBUTIONS (IN DETAIL)

Director, Community Education/Adult Competency Ed.; Alabama State; 1974-1976  
Project Director R2R, Alabama State Dept. Ed.; 1974-1976  
Adjunct Professor, Auburn University; 1974-1976  
Evaluation Specialist A.E. Teacher Training Project; 1973-1974  
Coordinator A.E., Huntsville City Schools, Huntsville, Ala.; 1968-1974  
Curriculum Coordinator, Panama City Florida; 1967-1968  
Teacher, Alabama and Florida; 1956-1967  
Consultant, A.E., (see resume)  
Professional Achievements (see resume)  
Served on National Task Forces (see resume)

SPECIAL INTERESTS AS THEY RELATE TO PROFESSIONAL BACKGROUND, COMMUNITY  
CONTRIBUTIONS, OR EDUCATION AND TRAINING (IN DETAIL)

(SEE RESUME)

VITA

January 6, 1977

|                                  |                 |                     |
|----------------------------------|-----------------|---------------------|
| <b>Bobbie L. Walden</b>          | <b>Age:</b>     | <b>42 (11/2/34)</b> |
| <b>3858 Antoinette Drive</b>     | <b>Height:</b>  | <b>5' 4½"</b>       |
| <b>Montgomery, Alabama 36111</b> | <b>Weight:</b>  | <b>128</b>          |
| <b>205 832-6860 (Office)</b>     | <b>Married:</b> | <b>One Son</b>      |
| <b>205 288-4708 (Home)</b>       |                 |                     |

EDUCATIONAL BACKGROUND

High School

Tuscaloosa High School, Tuscaloosa, Alabama, June, 1952

College

Judson College, Marion, Alabama, B.A., June, 1956  
Majors: English, Religion, Education  
Minors: Social Studies, Spanish

Graduate Degrees

Auburn University, Auburn, Alabama  
M.Ed., August, 1971  
Majors: Adult and Vocational Education  
Educational Administration  
Ed.S., June, 1975  
Major: Adult and Vocational Education  
Minor: Educational Administration and Supervision

Further Study

Completing dissertation for Ed.D. All course work is completed.  
Passed preliminary examinations and orals. Expect to have  
doctorate by May, 1977

**Major:** Adult and Vocational Education  
**Minor:** Educational Administration and Supervision

EMPLOYMENT BACKGROUND

|  | <u>Length of<br/>Employment</u> |
|--|---------------------------------|
| Director, Community Education Project and In-Service Training in Adult Competency Education. Alabama State Department of Education. (1976-Present)   |                                 |
| Project Director of Right to Read for Adults and Central Alabama Performance Education Project. Alabama State Department of Education. (1974-1976)   | 2 years                         |
| Adjunct Professor for Auburn University (Teaching part-time graduate level courses in Adult Education.) (1974-1976)                                  | 2 years                         |
| Selected by the Southern Regional Education Board to serve as an evaluation specialist for the Adult Education Teacher Training Project. (1973-1974) | 1 year                          |
| Coordinator of Adult Education, Huntsville City Schools, Huntsville, Alabama (1968-1974) (See attached sheet, p.7)                                   | 6 years                         |
| Curriculum Coordinator, Panama City Florida (1967-1968)  | 1 year                          |
| <u>Teacher (1956-1967)</u>   |                                 |
| -Taught Adult Basic Education part-time  | 4 years                         |
| -Jinks Jr. High School, Panama City, Florida   | 4 years                         |
| -Jay High School, Jay, Florida   | 1 year                          |
| -Childersburg High School, Talladega County, Talladega, Alabama  | 1 year                          |
| -Bluff Park Elementary School, Jefferson County, Birmingham, Alabama   | 1 year                          |
| -Jinks Jr. High School, Panama City, Florida   | 3 years                         |
| -Oakland Terrace Elementary School, Panama City, Florida   | 1 year                          |

SERVED AS CONSULTANT IN ADULT EDUCATION

National Reading Center

Alabama State Department of Education

Auburn University

Alabama Agricultural and Mechanical University

Regional HEW Office in Atlanta

Southern Regional Education Board

University of Maryland

University of Illinois

University of Alabama in Birmingham

Top of Alabama Regional Council of Governments

National Right to Read Effort

Arkansas State Department of Education

Tennessee State Department of Education

University of Alabama in Tuscaloosa

South Carolina State Department of Education

National Community Education Office

SERVED AS SPEAKER AT THE NATIONAL LEVEL

National Adult Education Conference in Minneapolis, 1972; in Dallas, 1973; in Chicago, 1975, New York, 1976

National Adult Basic Education Conferences in Chicago, 1972; West Palm Beach, 1973; Louisville, Kentucky, 1974

National Community Education Conference in Cincinnati, Ohio, 1975

National State Director's Conference in Dallas, 1976

PROFESSIONAL ACHIEVEMENTS

ELECTED PRESIDENT-ELECT OF THE NATIONAL ASSOCIATION FOR PUBLIC CONTINUING ADULT EDUCATION, 1976 - SECOND WOMAN TO BE ELECTED TO THIS OFFICE AND THE FIRST ALABAMIAN.

Selected as one of ten OUTSTANDING WOMEN IN ADULT EDUCATION by the National Association for Public Continuing Adult Education in 1975.

Received the first Lyndon Baines Johnson Memorial Award for the OUTSTANDING ADULT EDUCATION GRADUATE STUDENT IN THE UNITED STATES at the National Adult Education Meeting in Miami, November 1974.

Selected as the OUTSTANDING ADULT EDUCATOR IN ALABAMA in March, 1974 at the AEA Convention.

Elected to the National Adult Education Association Board of Directors 1972-1974 and re-elected 1974-1976. (First Alabamian to be elected by adult educators from all over the United States to serve on the National Adult Education Association Board of Directors).

Assisted in organizing the State Adult Education Association - (ALAPCAE)  
Served as interim president and elected as its first president.

Represented Alabama at the first National Legislative Workshop in Adult Education in Washington, 1973.

A member of the State Adult Basic Education Staff Development Committee in 1972, 1973 and 1974.

Selected as membership chairman for the National Association for Public Continuing Adult Education, 1972 and 1973.

Selected as chairman of the National Right to Read Committee, 1974-1975.

Planned and conducted a two-week Adult Basic Education Supervisors' institute for sixty Adult Basic Education Supervisors from Alabama for the State Department of Education in 1972.

Served as an ESAA panel member for HEW in 1972, 1973 and 1974.

Charter member in The President's Club.

Developed Model Adult Education Program in Huntsville, Alabama. The Program received the following commendations:

- Selected as the outstanding Adult Education Program by HEW.
- The only Adult Education Program selected as a model for a national film.
- Selected for an article in the American Education Magazine, National Magazine of Church Women United and the Tennessee Valley Magazine. (See attached article).
- Selected by the National Adult Education Association as one of the ten outstanding programs in the United States.
- In a national study of adult education, conducted by Columbia University, the Huntsville Program received the most votes as the program that adult educators had heard the most about.

#### PROFESSIONAL AFFILIATIONS

National Education Association

National Association for Public Continuing Adult Education

National Council of Urban Administrators of Adult Education

National Community Education Association

Adult Education Association of the United States

Alabama Education Association

Alabama Association for Public Continuing Adult Education

Alabama Community Education Association

State Department of Education Association

Delta Kappa Gamma

PUBLICATIONS

Author, Learning Information for Effective Living, Adult Coping Skills Reading Modules, Alabama State Department of Education Bulletin 17 & 18.

Author, Recruitment and Retention of the Adult Learner, Alabama State Department of Education, 1974.

Author, Handbook For Volunteers in Adult Education, Huntsville Area Vocational Technical School Center, 1973.

Author, Training and Use of Volunteer Recruiters in Adult Basic Education Programs, Huntsville Area Vocational Technical School Center, 1972.

Editor, ABE Supervisor Handbook, Huntsville Area Vocational Technical School Center, 1972.

Co-Author, Good Ideas for Teaching Daily Living Skills, University of Alabama, 1974.

Co-Author, Career Education for Adults APL Modules, Auburn University, 1973.

Co-Author, Materials Guide for Adult Basic Education, Huntsville Area Vocational Technical School Center, 1974.

Co-Author, Good Ideas for Teaching Math, University of Alabama, 1973.

Author, Numerous Newspaper Articles.

SERVED ON NATIONAL TASK FORCES

Parent and Family Education

Social Justice

National Right to Read Effort (Presently serving on this task force).

Sources of Income for the National Association for Public Continuing Adult Education

Elected as delegate to the Adult Education of USA Delegate Assembly.

Selected to represent Alabama at the First National Legislative Workshop, Washington, D.C.

COMMUNITY INVOLVEMENT

Served as chairman of the Huntsville mayor's veteran committee.

Served on the Huntsville Manpower Areas Planning Council for Education.

Served on the Huntsville Model Cities Community Relations Committee.

Encouraged the Huntsville mayor to declare Adult Education Week.

Spoke to thirty-one community organizations in the past year on Adult Education.

Appeared on thirteen television programs this past year promoting Adult Education programs.

Member of Whitfield United Methodist Church.

Served as Church Clerk, Superintendent of Adult Department, Sunday School teacher of adults, choir member, chairman of church by-laws committee.

First Vice President, Judson Alumnae Association.

I. Duties in detail: Established Comprehensive Adult Education Program in Huntsville, Alabama (1968-1974).

- A. Planned, organized and administered full-time W.I.N. Program for adults. Established curriculum for Employability Orientation, Adult Basic Education and G.E.D. Hired and supervised fifteen full-time teachers.
- B. Planned, organized and administered evening prevocational Model Cities classes. Hired and supervised fourteen teachers.
- C. Given responsibility for State funded Adult Basic Education Program. Hired and supervised sixteen teachers.
- D. Planned, established and administered Model Adult Learning Center that has been recognized throughout the nation.
- E. Planned and organized mobile learning van program. First in the nation.
- F. Performed the following for the total Adult Education Program:
  1. Planned curriculum and wrote curriculum guides.
  2. Selected and ordered materials.
  3. Selected and hired all personnel.
  4. Established and carried out training program for personnel.
  5. Handled all publicity and public relations for Adult Education Program.
  6. Recruited, organized and trained volunteers for program.
  7. Wrote proposals. All proposals written were funded. Total funds received from proposals written during the period 1974 were \$326,000.00.
  8. Authored the following: Each has been disseminated nationwide.
    - a. State Adult Basic Education Supervisor's Handbook
    - b. Handbook for Volunteers
    - c. Adult Basic Education Materials Guide.
  9. Planned and initiated evaluation procedure for program.

II. Duties: Project Director for Alabama State Department of Education, Adult Basic Education Section (1974-1976)

- A. Recommend the selection of staff personnel to the Adult Basic Education Coordinator.

- B. Supervise work of area supervisors.
- C. Conduct staff conferences for planning and evaluating work.
- D. Supervise all purchases of materials and equipment.
- E. Work with cooperating agencies and establish linkages with other agencies.
- F. Prepare and coordinate all reports -- payroll, travel, attendance purchase orders, request for funds.
- G. Assist in planning budget.
- H. Write brochures, booklets and materials to be used by staff.
- I. Disseminate information nationally to interested persons and agencies.
- J. Select and train paraprofessionals and volunteers.
- K. Plan and initiate evaluation process.
- L. Secure publicity.
- M. Handle public relations.
- N. Attend state, regional and national meetings on Adult Education.
- O. Serve as team member for team services.
- P. Assist other sections in developing low-level reading materials.

III. Duties: Area Adviser in Adult Basic Education (Jefferson, Tuscaloosa, Sumter, Greene, and Hale Counties)

- A. Work with professional staff.
- B. Assist LEA's in program implementation.
- C. Assist with staff development.
- D. Plan and implement inservice training.
- E. Assist with implementation of State Plan.
- F. Disseminate information and materials.
- G. Promote Community Education concept.
- H. Evaluation of local ABE program.

Leonard Schneiderman  
2828 North Winthrop Avenue  
Indianapolis, Indiana 46220  
Telephone: (317) 251-6660

September, 1977

Birthdate: January 26, 1928  
Family Status: Married  
Education: New York University - B. A. 1949  
Columbia University - M.S.W. 1951  
University of Chicago - Postmasters Study 1956-57  
University of Minnesota - Ph.D. 1963

Experience:

- (1) Dean, School of Social Service, Indiana University, 1977 - present.
- (2) Professor of Social Policy, School of Social Work, Ohio State University, 1967 - 1977. Chairman of the Social Policy Group, 1967 - 1974. Chairman, Graduate Committee, 1975 - 1977. Chairman, Doctoral Committee, 1968 - 1971. Chairman, Undergraduate Curriculum Development Committee, 1967 - 1969. Chairman, Committee on International Programs, 1969 - 1972. Elected Member of the University Senate, 1968 - 1972.
- (3) Principal Investigator, Study of Life Coping Patterns of Functionally Illiterate Adults and Development of Innovative Service Delivery Methods to Such Adults and Their Families. Sponsored by the Office of Education, USDHEW Under PL 93-380, Title VII (1976-1979). Project Director, Project Outreach, a program to serve functionally illiterate youth and adults, CETA, Department of Labor, 1977 - 1978.
- (4) Principal Investigator, Study of Social Service and Health Service Reorganization in the United Kingdom, 1971 - 1975. Sponsored by the National Institute of Health, USDHEW, Grant # MH 13788-01, 1974 - 1975.
- (5) Project Director, Ohio State University Program Evaluation Unit, Ohio Rehabilitation Services Commission and the Ohio Department of Public Welfare Expansion Grants Program. Sponsored by the Social and Rehabilitation Service, USDHEW, 1971 - 1974, Grant # 25-P-65439/5-03.
- (5) Consultant, Ohio Department of Public Welfare and the Office of the Governor, State of Ohio, 1971 - 1974.
- (6) Director, Study Program in Comparative Social Welfare, Ohio State University, 1970 - 1974. Field Studies completed in Japan (1970), the Union of Soviet Socialist Republics (1971), the Peoples Republic of China (1974), Israel (1976).
- (7) Professor, University of Puerto Rico/Ohio State University Inter-University Program of Studies in Social Welfare Policy and Program Analysis, 1969 - 1976.
- (8) Professor, University of Puerto Rico/Ohio State University Inter-University Program of Studies in Social Welfare Policy and Program Analysis, 1969 - 1976.

- (9) Program Planner and Lecturer, Council of International Program for Youth Leaders and Social Workers, University of Minnesota, 1968 - 1963, Ohio State University, 1967 - 1977.
- (10) United Nations Adviser in Social Welfare to the Government of the Republic of the Philippines, ECAFE (Economic Commission for Asia and the Far East), 1966 - 1967.
- (11) Consultant in Management and Program Development to the United States Veterans Administration, the National Alliance of Businessmen, Model Cities, Community Action agencies, to U. S. corporations re the social responsibility of American business.
- (12) Associate Professor of Social Casework and Chairman of the Social Casework faculty, Ohio State University, School of Social Work, 1963 - 1966.
- (13) Research Director, State Department of Public Welfare, State of Minnesota, 1962 - 1963.
- (14) Career Teacher Grantee, National Institute of Mental Health, USDHEW Advanced Study, Teaching, Research, School of Social Work, University of Minnesota, 1961 - 1963; Consultant, Neuropsychiatric Hospital, Veterans Administration, St. Cloud, Minnesota, 1960 - 1963; Consultant, Ramsey County Juvenile Court, St. Paul, Minnesota, 1960 - 1963; Lecturer, University of Minnesota, 1958 - 1960.
- (15) Executive Director, Family and Children's Service, St. Paul, Minnesota, 1956 - 1962.
- (16) Research Associate, (1) Studies in Motivation, Capacity and Opportunity, Research Center, University of Chicago, 1956; (2) Studies of the Multi-Problem Family, St. Paul Family Centered Project, 1960 - 1963; (3) Marital Axis Studies, Community Research Associates, New York, 1961 - 1962.
- (17) Senior Caseworker, Jewish Family and Community Services of Chicago, Illinois, 1955 - 1957.
- (18) Caseworker and Casework Supervisor, Family Service of Cincinnati, Ohio. Field Instructor, Schools of Social Work, Smith College, Kent School of Social Work, University of Louisville and Ohio State University, 1951 - 1955.

Recent  
Professional Service:

Member, of the Governor's Task Force on Comprehensive Mental Health Planning; Chairman, Commission on Societal Problems, National Conference on Social Welfare; Member, Structure Review Committee, Council on Social Work Education; Member, Commission on Social Work Manpower, Council on Social Work Education; Member, Social Policy Action Cabinet, National Association of Social Workers; Chairman, Blue Ribbon Commission on Creation of a Social Service Institute, National Association of Social Workers; President, Central Ohio Chapter National Association of Social Workers; Visiting Professor, National Institute for Social Work and London School of Economics, London, England, 1974 - 1975; Member, National Association of Social Workers, Committee on Welfare Reform, 1977.

Research and Publications

- (1) "A School Is To Learn," Journal of the Academy of Sciences, Minneapolis, Minnesota, 1963. Paper given at the National Conference on Social Welfare in Minneapolis, Minnesota, 1963.
- (2) The Culture of Poverty - A Study of the Value Orientation Preferences of the Chronically Impoverished. Doctoral Dissertation, University of Minnesota, 1963.
- (3) "The Value Orientation Preference of Chronic Relief Recipients," Social Work, Journal of the National Association of Social Workers, July 1964. "Round-up of Research," Transaction. A Publication of Washington University, St. Louis, Missouri, September 1964.
- (4) "Child Welfare Aspects of the Hard-Core General Relief Caseload," Research Monograph, Child Welfare Division, Department of Public Welfare, State of Minnesota, 1964.
- (5) "Some Theoretical and Methodological Issues in Serving the Multi-Problem Family," Neighborhood Centers Serve the Troubled Family, National Federation Settlements and Neighborhood Centers, 1964.
- (6) "Social Class, Diagnosis and Treatment," American Journal of Orthopsychiatry, January 1965. Also in Readings in the Psychology of Adjustment, 2nd Edition, McGraw-Hill Co., 1967, and Mental Health and the Educative Process. Harvey F. Clarizio, (ed.), Rand-McNally, 1969.
- (7) "The Social and Cultural Significance of Money," Public Welfare, The Journal of the American Public Welfare Association, July 1965.
- (8) "Educating the Poor Won't Work," Commentator Magazine, A WRFD Publication, Columbus, Ohio, 1965.
- (9) "A Social Action Model for the Social Work Practitioner," Social Casework, Journal of the Family Service Association of America, October 1965.
- (10) A Social Action Model for the Social Work Practitioner: A Case Illustration, School of Social Work, The Ohio State University, Columbus, Ohio, 1966. (Mimeo).
- (11) "Social Action to Change the Bureaucracy," Proceedings of the First National Symposium, National Association of Social Workers, Chicago, Illinois, 1966.
- (12) "The Goals of the War On Poverty," Journal of the Columbus Area Chamber of Commerce, Summer, 1966.
- (13) "Project Head-Start - Aprons to Cover Their Dirty Clothes," Mental Hygiene, Journal of the National Association of Mental Health, January 1963.
- (14) "Can A War On Poverty Be Won?," Public Welfare, Journal of the American Public Welfare Association, April 1968.

- (15) Philippine Social Work Education, The Final Report of the United Nations Adviser on Social Work Education to the Government of the Philippines, United Nations, U.N. Publication Series, 1966.
- (16) "Social Work and National Development," Guest Editorial, Social Work, Journal of the Philippine Association of Social Workers, Manila, Philippines, March 1967.
- (17) "Balancing Social and Economic Development," National Development and Social Work Education and Practice, Social Welfare Administration of the Republic of the Philippines, and the United Nations International Children's Emergency Fund, 1967.
- (18) "The Goals of Social Work Education in Developing Nations," Journal of International Social Work, October 1968.
- (19) "Health Care in the Welfare State," Proceedings of the Ohio Pharmaceutical Seminar, March 17-21, 1968, The Ohio State University.
- (20) "The Next War?," The Ohio Peace Action News, Vol. 1, No. 4, March 1968, Columbus, Ohio.
- (21) "Business As A Social Welfare Institution," Role Call, Ohio State University School of Social Work Alumni Association, July 1968.
- (22) "Alcoholism: Crime, Illness or Social Problem?," Proceedings, Institute on Alcoholism and Its Treatment, Columbus Area Mental Health Center, November 1968.
- (23) "Racism Public Welfare Style," Ohio State University, Research Monograph, 1969.
- (24) Welfare Recipients - Why Don't They Work Like Everyone Else?, Ohio State University 1969. (Mimeographed).
- (25) "Social Welfare, Social Functioning, Social Work Practice: An Effort at Integration," R. W. Klenk and R. M. Ryan (eds.), The Practice of Social Work, 2nd Edition, Chapter 6, Wadsworth Publishing Co., Inc., 1973.
- (26) Child and State Project, Charles Warren Center, Harvard University, An analysis of public policy in child welfare since World War II, Robert Brenner, (ed.), Harvard University Press, 1975.
- (27) The Voting Behavior of Welfare Recipients in Franklin County, Ohio - A Study In Political Power, A five-year longitudinal study designed to measure the impact of the civil rights and welfare rights movements on the voting behavior of welfare recipients, 1971. (Mimeographed).
- (28) "The Political Functions of Social Work Practice," Public Welfare, The Journal of the American Public Welfare Association, July 1970.
- (29) "Patterns in American Welfare," Social Security Quarterly, The National Social Development Research Institute of Japan, Tokyo, Japan, January 1971.

- (30) "Social Work Aides," The Social Work Encyclopedia, Sixteenth Issue, Vol. II, National Association of Social Workers, New York, New York, 1971, pp. 255-258.
- (31) "A Critical Incident Test of the Client's Decision to Apply for Public Assistance," Research Monograph, Ohio Department of Public Welfare, August 1971.
- (32) "A Study of Factors Leading to the Ineligibility for Public Welfare Payments of Persons Case Found Eligible," Research Monograph, College of Administrative Sciences, The Ohio State University, August 1972.
- (33) "The Social Worker and Social Policy," Proceedings of the Annual Meeting of the College of Social Work of Puerto Rico, March 30, 1972.
- (34) "New Strategies for Social Development: Role of Social Welfare," Book Review, Journal of Education for Social Work, Council on Social Work Education, Vol. 3, No. 2, 1972.
- (35) "Racism and Revenue Sharing," Journal of Social Work, Vol. 17, No. 2, National Association of Social Workers, New York, May 1972.
- (36) "A Look at the 1974 Federal Budget," Role Call, The Ohio State University School of Social Work Alumni Association, Vol. 5, Issue 2, April 1973.
- (37) "The Value Commitment of Social Work: Some Underlying Assumptions," R. W. Klenk and R. M. Ryan (eds.), The Practice of Social Work, 2nd Edition, Chapter 2, Wadsworth Publishing Co., Inc., 1973.
- (38) "Evaluating Human Service Programs: A Critical Overview," Evaluation and Accountability in Human Services Programs, W. C. Sze and J. C. Hopps, Chapter 9, Schenckman Publishing Co., Inc., 1974.
- (39) Evaluation of Ohio's Public Assistance/Vocational Rehabilitation Expansion Grants Project, December 1, 1971 to November 30, 1974. Published under Grant #25-P-65439/5-03, Social and Rehabilitation Services, United States Department of Health, Education and Welfare, November 15, 1974.
- (40) "China's Developmental Experience: A Comparative Perspective," Journal of International Social Work, Vol. XVIII, No. 3, Bombay, India, Fall 1975.
- (41) Recent Health and Social Services Reorganization in the United Kingdom, National Institute of Mental Health, Grant #MH 13763-01, September 1975.
- (42) "Can A War On Poverty Be Won?", in Malvin Morton (ed), The Expendable Poor, Free Press, 1972.
- (43) "Shaping the New Social Work," Alfred Kahn (ed.), Book Review, Journal of Education for Social Work, Vol. II, No. 2, Council on Social Work Education, Spring, 1973.
- (44) "Work Incentives and Income Guarantees: The New Jersey Negative Income Tax Experiment", J. A. Pedman and P. M. Timpane (eds.), Book Review, Social Work, Fall, 1976.

- (45) Title XXI - Issues and Concerns, Working Papers, The Ohio Citizens Council for Health - Welfare, Ad Hoc Committee on Title XX, March 1976.
- (46) Program Evaluation: A Case Study of One Field Application (with Robert Heller) Monograph, School of Social Work, Ohio State University, September 1976.
- (47) "Putting Functional Literacy on the Social Work Agenda," Symposium on Adult Functional Literacy, National Conference on Social Welfare, Chicago, May 1977.
- (48) "Health Service and Social Service Collaboration in England: Some Lessons for the United States," Social Work, Journal of the National Association of Social Workers, Spring, 1978.
- (49) Future Trends in Child Welfare, paper presented at plenary session of the Annual Meeting of the Child Welfare League of America, Indianapolis, March 1977.
- (50) Some Perspectives on Social Work and the Schools, Midwest Council on School Social Work, September 1977.

RESUME

BERNADETTE PARDO PHILLIPS  
1300 Obispo  
Coral Gables, Florida 33134  
(305) 448-8444

PERSONAL DATA

Born : August 20, 1950, La Habana, Cuba  
Naturalized, U.S. Citizen, 1972  
Married Sidney N. Phillips, 1975

EDUCATION

M.A. in Mass Communications, Florida  
State University, 1976. Thesis:  
Immigrant Adjustment and Mass Media  
Availability and Usage Among Cubans  
in Miami Florida. (in progress)

B.A. Manhattanville College, Purchase,  
New York, 1972  
Majors: Russian Area Studies and English  
Literature  
Graduated cum laude.

High School, Woodlands Academy of the  
Sacred Heart, Lake Forest, Illinois  
Graduated 1968  
National Merit Scholarship finalist.

WORK HISTORY

February 1978 to Present: Public Affairs  
Producer, Channel 10 WPLG, Miami, Florida  
Responsible for Production of following  
Programs: Saturday P.M., South Florida  
Reports, Nobody Ever Asked Me,  
Campaign 78, Panamericana (August, Septem-  
ber 1978), Job Line (September 1978 to  
Present).

Duties: Production, Format Organization  
Writing, Interviewing, Research, Editing  
Supervision, Booking.

Daily bilingual hosting of Job Line  
Substitute host, Panamericana  
Election Coverage 1978, State Returns  
Coordinator for Newswatch Team.

November 1976 to February 1978 :  
Newscaster and Assistant News Director  
Channel 23, WFTV, Miami, Florida  
Noon News Anchor. Reporter, Commentator  
6 p.m. News. Host Public Affairs Shows  
Duties : Daily rundown and format orga-  
nization, writing, on the street repor-  
ting, interviewing, editing supervision  
and on the air presentation.

BERNADETTE PARDO PHILLIPS  
1300 Obispo,  
Coral Gables, Florida 33134  
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1974-1976. Television and Radio  
Producer of Today in the Legislature.  
(Spanish language version aired weekly  
during the Florida legislative session  
in Tampa, Jacksonville, West Palm Beach  
and Miami.

Duties : Production, research, writing  
interviewing, and on the air presenta-  
tion of the highlights of the legis-  
lative week for Florida Public Broad-  
casting.

1974. Researcher-reporter for the  
English version of Today in the  
Legislature.

1974-1975. Research Associate and  
Surveys Analyst. The Communication  
Research Center, Florida State Univer-  
sity, Tallahassee, Florida

1973-1974. Research Consultant for  
Project CAST, a LEAA grant for Leon  
County, Florida. Research Design,  
Testing, Analysis, and writing of  
final report.

## PUBLICATIONS

(With Dr. David J. Leroy) "The Florida  
Public Television Audience" Research  
Report Series, Communications Research  
Center, Florida State University.  
Part of a series of studies conducted  
for the Florida Department of Education

"Ascertainment of Community Needs and  
Problems in Miami, 1975" Research  
Report Series.

"Public Television Viewer Profile in  
Miami, Florida" Research Report Series

## LANGUAGES

English, Spanish, French, Russian

## SKILLS

Writing, Television and Radio Producti  
Film and Videotape editing, Chiron

REFERENCES

Dr. C.E. Wotring  
Chairman, Department of Communications,  
Florida State University,  
Tallahassee, Florida

Dr. Aida Levitan  
Director, Dade County Office of Latin  
Affairs  
140 W. Flagler, Miami, Florida  
(305) 579-5270

Luis Lauredo  
President, National Coalition of  
Cuban Americans  
2121 Ponce de Leon, Coral Gables, Fla.  
(305) 445-1567

Vivian Quevedo  
Station Manager WLTV, Channel 23  
695 N.W. 199th St.  
Miami, Florida  
(305) 652-4000

Dr. Antonio Jorge  
Chairman, State of Florida Commission  
on Hispanic Affairs  
900 S.W. 1st St.  
(305) 325-2926

Alma Walker, Public Affairs Director  
Dow Smith, News Director  
Channel 10, WPLG  
3900 Biscayne Blvd, Miami, 33137  
(305) 573-7111

Beverly Phillips  
Commissioner, Dade County  
Dade County Courthouse  
(305) 579-5117

COMMUNITY SERVICE

Board Member, YWCA; Member, Hispanic Heritage Week Planning Committee, S.A.L.A.D., Spanish American League against Discrimination, Latin Business and Professional Women's Club.

August, 1977

R E S U M E

LILY LEE CHEN

Present Position: Director, Special Projects and Resource  
Development Los Angeles County Department  
of Public Social Services

Detail Appointment: Chairperson, Subcommittee on Welfare and  
Social Services Secretary's Advisory  
Committee on the Rights and Responsi-  
bilities of Women, NEW

Addresses: Office: 3401 Rio Hondo Avenue  
El Monte, California 91731  
Telephone (213) 572-5550/572-5551

Home: 179 Barranca Drive  
Monterey Park, California 91754  
Telephone (213) 281-6955

Personal: U.S. Citizen. Married. Have two children.

Education: Bachelor's degree in Communication from  
San Francisco State College. Master's  
degree in Social Work from University of  
Washington, Seattle, 1964. Post-Master's  
training in management and administration.

SUMMARY OF FUNCTIONAL DESCRIPTIONS COVERING ADMINISTRATIVE  
AND PROFESSIONAL EXPERIENCES FOR THE PAST TEN YEARS

During the past ten years I have held four separate administrative positions in the field of Human Services as follows:

- Director, Medical Social Services, L.A. County Hospital System
- Director, Asian Program of the L.A. County Department of Public Social Services
- Director, Social Services Planning for County of Los Angeles
- Director, Special Projects and Resource Development, County of Los Angeles (current assignment)

During this period I have administered, often simultaneously, a wide variety of major programs, each with separate objectives, legal base, procedures, staffing patterns, and target populations. To do so has required in-depth knowledge of management procedures, regulations and personnel practices.

I have had primary fiscal and budget responsibility for social service programs. This has included not only an overview of the budget justification process for the programs I administer, but also review, evaluation and prioritizing of human service expenditures for General Revenue Sharing funds in Los Angeles County.

My responsibilities have included the analysis and interpretation of federal and state legislation, particularly in terms of its impact on local government and community programs.

I have wide experience in the general area of grantsmanship including project development, review, state and federal processing, contract negotiations, monitoring and evaluation.

The following sections further detail my administrative experiences.

1. Served as the Planning Director for Los Angeles County Social Services Program for three years (1972-75). This involved the design and development of programs geared to make maximum use of limited funding resources to meet community needs and fulfill legislative mandates. This activity covered the full range of services to children, aged, and disabled (a population of one million persons).
2. Served as top level County welfare representative on the HR 1 Task Force which transferred Adult Categorical Aid payment programs involving 200,000 clientele from County to Federal Social Security Administration.
3. Supervised the planning and implementation of specialized demonstration projects to test innovative solutions to the problems of juvenile delinquency in the Mexican-American communities of East Los Angeles.

### Resource Development

1. As Director of the Resource Development Office, organized an interagency network of administrators working to maximize community resources by:
  - Identifying existing services and programs
  - Reducing duplication through coordination
  - Developing new programs where gaps existed
2. Developed a comprehensive inventory of community services and programs using computer technology. This streamlined system maintains up-to-date information on over 5,000 community agencies. Its development has resulted in substantial savings of staff time by coordinating a large number of separate data collection efforts into one efficient Countywide system. The program, called "Community Resource Information Bank" (CRIB), now meets the community information needs of over ten County departments. This unique project received a National Association of Counties award in 1976.
3. Coordinated the foster home recruitment program in Los Angeles County. There are over 10,000 children in foster care with 1,500 licensed homes.
4. Established Foster Grandparents Program at MacLaren Hall for neglected and abused youngsters in Los Angeles County.

developed special volunteer programs to maximize manpower resources. These programs include supportive services of child care, educational assistance to welfare families, and an Interdepartmental Volunteer Program for nursing home residents (in conjunction with L.A. Retired Senior Volunteer Program).

### Community/Public Relations

- 1. Have responsibilities for the development of ways and means to inform the general public about services available in Los Angeles County. Activities including media relations, conduct of public hearings and representation in a wide variety of community and interagency task forces, advisory bodies, steering committees, etc.
- 2. Established and directed the first Asian Human Resources Program in Los Angeles County in 1970. Designed and implemented administrative mechanisms which made available to the Asian/Pacific population the full range of human services. The establishment of this specialized program has served as a national prototype for the development of similar programs.
- 3. Served as liaison between welfare program administration and welfare rights organizations.
- 4. Provide liaison between L.A. County services programs and the United Way agencies.

### Special Skills

- 1. Extensive involvement in the issues of welfare reform. Recently conducted a study on behalf of the HEW Secretary's Advisory Committee on the rights and responsibilities of women regarding the female headed household with children. Have traveled through many states in the nation and met on the subject with national leadership of women's organizations, labor, Congressional staff, consumers, professionals and business organizations. The study, entitled "Welfare Reform - For Whom - By Whom?" is scheduled for publication.
- 2. Have bilingual capabilities. Taught Chinese language at San Francisco State College.
- 3. Was a reporter for Voice of America - the Chinese Branch. Worked as a freelance reporter for Metromedia News (KTTV) in Los Angeles.
- 4. Lectured at University of Southern California, California State University at Long Beach, and numerous professional and civic organizations in the areas of human services, Asian studies, and status of women.

with United Nations Community Development Projects in Taiwan, the Philippines, and Thailand. Chaired the International Youth Leader's Conference sponsored by the National Social Welfare Assembly New York.

### Professional Memberships

|   |         |
|---|---------|
| Member, American Public Welfare Association   | Present |
| Member of Board of Directors, Southern California Rehabilitation Association              | Present |
| Member, Los Angeles Management Council  | Present |
| Member, California Women in Government  | Present |
| Member of Board of Directors, National Association of Social Workers, Los Angeles Chapter | 1972-74 |
| Board Member, Area Agency on Aging, L.A. County   | Present |
| Member, Older American Committee (HEW)  | Present |
| Member, American Federation of T.V. and Radio Artists (AFTRA)                             | Present |
| Member, Directors of Volunteers in Agencies (DOVIA)                                       | Present |

### Affiliations

Registered Democrat

Public Member, National Commission for the Observance of International Women's Year (IWY)

National Board Director, Organization of Chinese Americans

Board Member, Community Mental Health Project - Immaculate Heart College, Los Angeles

Community Policy Board Member, Demonstration Project for Asian Americans

Advisory Board Member, Educational Opportunity Center, University of California at Los Angeles

### Honors and Awards

Angel of Distinction 1973 - Named by the Central City Association of Los Angeles

Who's Who of American Women - Marquis Ninth Edition 1975-76.

Senator S. IT Hayakawa  
United States Senate  
Washington, D.C. 20510 (202) 225-5464

Congressman George E. Danielson  
House of Representatives  
312 Cannon Building  
Washington, D.C. (202) 225-7034

Congresswoman Yvonne B. Burke  
House of Representatives  
336 Cannon Building  
Washington, D.C.

Secretary March Fong Yu  
Secretary of State  
State Capital  
Sacramento, California 95814 (415) 445-6371

Michio (Mike) Suzuki, Acting Commissioner  
Public Services Administration  
Department of Health, Education and Welfare  
Room 5110, North Building  
Washington, D.C. 20201 (202) 245-1724

Edmund D. Edelman, Chairman  
Los Angeles County Board of Supervisors  
Third District  
Room 821 Hall of Administration  
500 West Temple Avenue  
Los Angeles, California 90012 (213) 974-1038

Ellis P. Murphy, Director (retired 1976)  
L.A. County Department of Public Social Services  
6301 So. Bright  
Whittier, California 90601 (213) 693-0140

Keith B. Comrie, Acting Director  
L.A. County Department of Public Social Services  
3401 Rio Hondo Avenue  
El Monte, California 91731 (213) 572-5829

The RESUME of  
Andrew G. Donaldson

R E S U M E

Name: Andrew George Donaldson  
Home Address: 80 La Salle Street, New York, NY 10027  
Home Telephone: (212) 222-3588

PRESENT POSITION: Associate Director, State University of New York (SUNY)  
Educational Opportunity Center (EOC) in Manhattan  
163 West 125th Street, New York, NY 10027  
Telephone: (212) 678-2525

PROFESSIONAL EXPERIENCE (Full-Time):

1976-Present Associate Director, State University of New York (SUNY)  
Educational Opportunity Center (EOC) in Manhattan  
1975-1976 Assistant Director, SUNY EOC in Manhattan  
1974-1975 Resident Doctoral Student, University of Massachusetts  
(Expected dissertation completion date: December 1978)  
1973-1974 Leave of Absence for Study, Board of Education  
of the City of New York  
1970-1973 Community Superintendent, School District 9, Bronx  
New York City Board of Education  
1968-1970 Deputy District Superintendent; Principal Assigned to Distr  
Headquarters, School District 6, Manhattan  
1968 Intern-Principal, Public School 219, Queens  
1967-1968 Curriculum Assistant to District Superintendent; Special  
Assistant to Local School Board, School District 6, Man  
1960-1967 Supervisor of Art, New York City Board of Education  
1950-1960 Teacher, Frederick Douglass Junior High School 139, Manhatt  
1950 Teacher, Public School 46, Manhattan

PROFESSIONAL EXPERIENCE (Part-Time):

1969-Present Adjunct Professor, City College of New York; School of Educ  
tion, Graduate Division  
1977-Present Instructor, Stevens Technical Enrichment Program, Stevens  
Institute of Technology, Hoboken, NJ  
1971-1972 Consultant, Tri-Community Staff Training Project  
(Englewood, Teaneck, and Hackensack, NJ, School Systems)  
1969-1970 Consultant, Center for Urban Education, New York City  
1968-1969 Instructor, Pratt Institute, Brooklyn, NY  
1963-1967 Instructor, Evening Adult School #13, Manhattan (East Harle  
New York City Board of Education  
1952-1960 Instructor, Frederick Douglass Community Center (Harlem)  
1951-1952 Staff Member, City College Extension Division  
1950-1951 Fellowship, City College of New York, Art Department

EDUCATION: B.S. in Education (cum laude), City College of New York, 19  
M.A., City College of New York, 1951  
Postgraduate Study, Teachers College, 1969-70  
Doctoral Studies, University of Massachusetts, 1974-Present

ADDITIONAL EXPERIENCE:

- 1978-Present Radio Program Host, WBLS-FM's "Educational Cross-Section"  
(Weekly half-hour educational discussion program)
- 1973 Television Program Host, Chanel 9's "Front Line"  
(Weekly half-hour educational discussion program)
- 1973 Columnist, New York Amsterdam News' "Write to Know"  
(Weekly column dealing with educational topics, issues)
- 1973 Radio Program Producer, WHOM's "District 9 on the Air"  
(Weekly program in Spanish highlighting School - Community activities)
- 1972-1973 Radio Program Producer, WLIB's "District 9 Speaks Out"  
(Weekly half-hour program highlighting school - Community activities)
- 1959, 61-62 Camp Director, All Souls' Episcopal Church Camp  
(Summers) Parksville, NY (136 acre site)
- 1953-1968 Organist and Choirmaster, St. Augustine's Chapel  
Trinity Parish, Wall Street, New York City

VOLUNTEER COMMUNITY ACTIVITIES:

- 1972-1973 Member, Bronx Advisory Council, New York State  
Commission on Human Rights
- 1965-1973 Organizer, School-Community Exhibits: Harlem Police Precinct  
Harlem Welfare Center, Harlem YMCA, Manhattan and  
Bronx banks, libraries, stores, and community centers
- 1969-1972 Member, Manhattan Borough President's Scholastic Awards  
Committee
- 1969-1970 Elected Member, Teachers College Senate - Member of  
Search Committee for Chairman of Department of  
Educational Administration
- 1969-1970 •Chairman, Vice-Chairman, Harlem Institute for Teachers  
Consortium of Bank Street College, New York University,  
Harlem Teams for Self Help, and the New York City  
Board of Education; largest Teacher Corps training  
project in the nation, sponsored by the United  
States Department of Health, Education and Welfare
- 1970 •Elected Member, Community School Board, District 5  
(Harlem, Manhattanville); Received highest number of  
votes in the election
- 1961-1969 Committeeman, Explorer Scouts, Post 208
- 1967-1969 Member, Department of Christian Education, Episcopal  
Diocese of New York
- 1967 Consultant, I.S. 201 (Intermediate School Complex) Planning  
Board
- 1964 Consultant, HARYOU (Harlem Youth Opportunities Unlimited)  
Sociological Research Study and Report: Youth in the  
Ghetto

ONGOING:

Invited Guest Speaker: Television and radio programs, college schools, parents' associations, churches, temples, civic, educational, and community organizations, among them:  
The University of Puerto Rico, Rio Piedras, Puerto Rico,  
International Reading Association Convention, Atlantic City, 1972  
Catholic School Supervisors' Association of Pennsylvania, Pittsburgh, 1972  
National School Boards' Association, Columbus, Indiana, 1972  
National Conference of Christians and Jews, New York City, 1971-73

COMMUNITY AWARDS:

The City College Alumni Award, 1973  
Frederick Douglass Award - African American Historical Association, 1973  
Abyssinia Baptist Church Men's Club Award, 1973  
"Man of the Year Award" - Bronx N.A.A.C.P., 1972  
New York Catholic Fellowship Award, 1972  
Parents of School District 9 Award, 1972  
Awards in Black - Conference for Local Citizenship Participation, 1972  
American Heritage Award - John F. Kennedy Library for Minorities, 1972  
Bilingual Advisory Committee of District 9 Award, 1971  
New York Association of Black Educators' Award, 1971

MEMBERSHIP IN ASSOCIATIONS:

National Education Association, Life Member  
National Association for the Advancement of Colored People (NAACP) Life Member  
New York Association of Black Educators, President, (1970-72)  
Schoolmasters' Club of New York Current Member

PERSONAL:

Birthdate: November 24, 1926  
Birthplace: Detroit, Michigan  
Military Status: Honorably Discharged World War II Veteran

REFERENCES: Available upon request

PROFESSIONAL EXPERIENCE LISTED IN GREATER DETAIL

Associate Director, State University of New York (SUNY)  
Educational Opportunity Center (EOC) in Manhattan

Post-secondary day and evening college preparatory and job training center for educationally and economically disadvantaged adults; 1000 students; business and technical training; high school equivalency preparation.

Duties: deputy to director in all administrative, managerial, business, academic, student personnel, staff personnel, and research affairs. Coordinates facilities planning and utilization, scheduling of activities, developmental programs, proposals; technical support for budget preparation, special projects and programs; recommends policy decisions and changes; labor designee and contractual hearings officer; recommends appointment, evaluation and, when necessary, termination of instructional and non-instructional personnel.

Responsible for: recruitment, supervision, and recommendation for continuation of appointment of instructional and non-instructional personnel; the development, implementation, supervision and evaluation of in-service training for the instructional and the non-instructional staff; implementation of all instructional programs, including appropriate curricula and appropriate instructional materials; preparation of the instructional budget, and its proper implementation and management; maintaining appropriate instructional records and fiscal accounts; providing ongoing coordination and cooperation with appropriate community groups; preparation of appropriate instructional schedules of students and teachers, and assignment of appropriate instructional spaces; preparation of daily, weekly, monthly, quarterly, semi-annual and annual instructional, non-instructional personnel, and student attendance records; attending approved professional and/or business conferences to obtain up-to-date information related to improvement of the Educational Opportunity Center programs.

Assistant Director, State University of New York (SUNY)  
Educational Opportunity Center (EOC) in Manhattan

Duties and Responsibilities same as above.

Community Superintendent of Schools, New York City Board of Education  
Community School District 9, Bronx (North of Yankee Stadium):

Concourse, Morrisania, Highbridge, University, Bathgate, and part of Tremont sections of the Borough of the Bronx, New York City.

36,000 children; 29 schools, 15 annexes; second largest district in the city in pupil population; fourth largest school district in New York State.

Total population of approximately 185,000; multi-ethnic, multi-cultural, multi-lingual; wide variation of socio-economic backgrounds; manifold urban problems of inadequate housing, medical, health, and recreational facilities; unemployment, youth gangs, drug abuse, broken homes, scholastic failure, etc.

3,000 professional, non-professional, and paraprofessional personnel, including especially created positions as: drug abuse counselors and street workers, school neighborhood workers, bilingual, continuing education, and summer staff.

Programs Instituted: Pre-Kindergartens; All Day Kindergartens; The Early Childhood Center; The AEC Montessori School; The Rafael Hernandez School; The Roberto Clemente School of the Arts; Project Succeed (Personalized Computerized Reading Diagnosis and Prescription); The Media Literacy Program; Youth Tutoring Youth; Young Executives Tutoring; Living Heroes Project; Interdisciplinary Guidance; Heritage Studies; Drug Prevention; Bilingual Studies; Artists-in-Residence; Sub-Schools Restructuring; IBM Adult Training Project; Summer Olympics; Management Systems Training; Parent Workshop Series; Community-wide Conferences, etc.

Total district annual operating budget of \$34,338,000: \$28,138,000 from tax levy funds, \$4,979,000 from Federal Title I ESEA funds, and \$1,331,000 from State Urban funds. Attracted an additional \$1,500,000 in grants and special funding.

Selected as first community superintendent from a field of 89 applicants by newly elected community school board created as a result of first school board elections in city under Decentralization; extensive community input during selection process; contracted for three years.

NATIONAL ADVISORY COUNCIL ON ADULT EDUCATIONIndependent

AUTHORITY: 20 U.S.C. 1209, 1233b, 1233c  
P.L. 91-230, Sec. 310 (34 Stat. 163) of April 13, 1970

METHOD: Appointed by the President

MEMBERS: FIFTEEN (Who shall, to the extent possible, include persons knowledgeable in the field of adult education, State and local public school officials, and other persons having special knowledge and experience, or qualifications with respect to adult education, and persons representative of the general public.)

NOTE: -- Where the President fails to appoint a member to fill a vacancy in the membership of a Presidential advisory council within sixty days after it occurs, then the Secretary of HEW shall immediately appoint a member to fill such vacancy. -- (P.L. 93-380, 8/21/74 (89 Stat. 575)).

CHAIRMAN: Elected by the members of the Council.

TERM: Members shall serve for terms of not to exceed three years and the initial members shall serve staggered terms. (NOT-HOLDOVERS) (20 U.S.C. 1233b - Although not specified it is assumed that vacancies shall be filled for the unexpired term.)

Continued

NATIONAL ADVISORY COUNCIL ON ADULT EDUCATION

Independent

SALARY:

Members who are not regular full-time employees of the United States shall be entitled to receive compensation at a rate fixed by the Commissioner of Education, but not exceeding the daily rate of a GS-16, including traveltime. (20 U.S.C. 1233c)

PURPOSE:

Shall advise the Commissioner of Education in the preparation of general regulations and with respect to policy matters arising in the administration of adult education, including policies and procedures governing the approval of State plans and policies to eliminate duplication, and to effectuate the coordination of programs offering adult education activities and services.

REPORT:

The Council shall report annually to the President. The President shall transmit each such report to the Congress together with his comments and recommendations.

TERMINATION:

Subject to section 448(b) of the General Education Provisions Act, the Council shall continue to exist until July 1, 1978 (P. L. 93-380, 8/21/74 (88 Stat. 612)) September 30, 1978

NOTE:

This Council was formerly called the "National Advisory Committee on Adult Basic Education".