

**WESTERN ASSOCIATION OF SUMMER SESSION
ADMINISTRATORS**

N E W S L E T T E R

Volume 14, No. 1 January 1984

President:

William Boub

University of Colorado, Denver

Past-President:

James Carefoot

University of Regina

President Elect:

Gary Penders

University of California, Los Angeles

Secretary-Treasurer:

Jil Warn

University of California, San Diego

Directors:

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University of California, Santa Barbara

William McDougall

Washington State University

Ken Loose

University of Calgary

Annual Meeting:

Robert Sakai

University of Hawaii, Manoa

Ethics:

Robert Douglas

University of Victoria

Nominating:

James Carefoot

University of Regina

Research:

William McDougall

Washington State University

Program Awards:

Reuben Smith

University of the Pacific

Promotion Awards:

Dawn White

Portland State University

Resolutions:

Margie Howard

University of California, Los Angeles

Newsletter Editor:

James Carefoot

University of Regina

WASSA - A Community Without Borders

by William Boub, President, WASSA

The President's Gavel is a symbol of international co-operation among University summer sessions in the western part of our continent.

I had the pleasure of receiving the gavel from **James Carefoot** in Denver last October and will in turn present it to **Gary Penders** at San Diego in November. This tradition was started in 1976 at WASSA's annual meeting in Honolulu. **Fred Terentiuk**, University of Calgary, and President of WASSA then, commissioned the Canadian ash mallet and American walnut board for presentation to WASSA at the bi-centennial year meeting on behalf of his Canadian colleagues. **Paul Kaus**, University of Idaho, President of WASSA in 1977 was the first recipient.

WASSA Committees 1984

Annual Meeting Committee

Term expiring

1986 Robert Sakai, Chair, University of Hawaii, Manoa

1985 Larry Cobb, San Diego University

1985 Charles White, Portland State University

1984 William D. Boub, University of Colorado at Denver

1984 Norman Watt, University of British Columbia

1983 Leslie Wright, California State University Chico

Ethics Committee

Term expiring

1985 Robert Douglas, Chair, University of Victoria

1986 Mary Robinson, Western Washington University

1986 Charles McCleary, University of Lethbridge

1985 Harry Hazel, Gonzaga University, Spokane

1984 Dorothy Blalock, Western New Mexico University

1984 Janice Corriden, UC - Santa Cruz

Nominating Committee

Term expiring

1986 James Carefoot, Chair, University of Regina

1986 Charles White, Portland State University

1985 Beverley Anderson, University of Washington

1985 Richard Moe, Pacific Lutheran University

1984 Claire Duffey, Humboldt State University

1984 Norman Watt, University of British Columbia

Research Committee

Term expiring

1984 William McDougall, Chair, Washington State University

1986 Dennis Foth, Simon Fraser University

1986 Curtis Grassman, University of California - Riverside

1985 Margi Mainquist, University of Northern Colorado

1985 Charles White, Portland State University

1984 L.E. Wesche, Seattle Pacific University

Program Awards Committee

Term expiring

1984 Reuben Smith, Chair, University of the Pacific

1986 Jean Putman, Central Washington University

1986 Libby Kay, University of British Columbia

1985 Sid Eder, Lewis and Clark College, Portland

1985 Margo Kickingbird, Colorado College, Colorado Springs

1984 Jil Warn, UC - San Diego

Promotion Awards Committee

1986 Dawn White, Chair, Portland State University

1986 Norman Watt, University of British Columbia

1985 Pauline Palmer, Western Washington University

1984 Karen Waldal, Idaho State University

Resolutions Committee

Term expiring

1984 Margie Howard, Chair, UCLA

1986 Leslie Wright, California State University Chico

1985 Ann Tubbs, California State University Chico

RESEARCH COMMITTEE

UNDERTAKES NEW PROJECT

As a result of several Continuing Education Units and Summer Session offices being disbanded, WASSA has instructed its research committee to investigate this matter. NAASS has been approached and have agreed to a joint project and thus \$5,000 of resources from NAASS and WASSA may be devoted to this development. **William McDougall** at Washington State University, Pullman is chairing WASSA's Research Committee.

NEW ADMINISTRATOR WORKSHOP

Charles White and **Gary Penders** directed the New Administrators Workshop and focused on Marketing, Budgeting and Internal Relations.

Participants included Judy Arellano, University of Nevada, Reno; Margo Kickingbird, Colorado College; Mabel Mayes, University of Nevada, Reno; John King, Oregon State University; Paul Reid, Western State College; Vicky Bradford, Regis College, Denver.

A large amount of materials were presented and discussed during the session. For detailed information write to Gary at UCLA or Charles at Portland State.

PERRIER COMMITTEE RETIRES

A catalogue evaluation service is being considered by WASSA. The executive committee endorsed a promotions award to recognize excellence in promotional materials. In turn **Charles White** has been asked to formulate recommendations for a catalogue evaluation service. This service, it is expected, would advise administrators on their catalogue and develop standards based on experience to date.

SAN DIEGO 1984

Plan ahead to attend the joint meeting of the Western Association of Summer Session Administrators (WASSA) and the North American Association of Summer Sessions (NAASS) from November 11-14, 1984 in San Diego, California. The executive committee of both organizations will be meeting on site February 10 and 11, 1984 to identify a theme and plan a conference agenda.

Conference hosts have local arrangements well in hand for an excellent conference.

Watch for conference details in the next issue.

CONSTITUTION AND BY-LAWS

OF

THE WESTERN ASSOCIATION OF

SUMMER SESSION ADMINISTRATORS

CONSTITUTION

ARTICLE I - NAME

The name of this organization shall be the Western Association of Summer Session Administrators.

ARTICLE II - PURPOSE

The purpose of the organization shall be the exchange of information regarding summer session programs and administrative practices.

ARTICLE III - MEMBERSHIP

Section 1. Membership in the Association shall be open to accredited four-year colleges and universities located in the western part of the United States, western Canada, and Mexico as described in Article 1, Section 1, of the By-laws.

Section 2. Institutions located in other areas of the United States or Canada who desire affiliation with the Association may be approved for associate membership by the Executive Committee.

ARTICLE IV - REPRESENTATION

Section 1. Each member institution in good standing shall be entitled to all benefits offered by the Association and to one vote on any question before the Association body. An institution is considered in good standing when it has met the conditions as set forth in Article 1, Sections 5 and 6 of the By-laws.

Section 2. Although each member institution may send as many delegates to the annual meeting as it deems consistent with the purpose of the Association, each institution shall be officially represented by the person who is primarily responsible for the administration of its summer program, or their designee.

ARTICLE V - OFFICERS AND DIRECTORS

Section 1. The officers of this Association shall consist of a President, a President-Elect, and a Secretary-Treasurer. The President and President-Elect shall be elected by the duly designated representatives of the member institutions for a one-year term and the Secretary-Treasurer for a three-year term at the regular annual meeting and shall serve until their successors have been selected.

Section 2. The Association shall have a Board of Directors composed of three members. One director will be elected at each annual meeting to serve a three-year term.

Section 3. The officers, together with the directors and the immediate past-president, shall make up the Executive Committee of the Association.

ARTICLE VI - MEETINGS

Section 1. At least one meeting of the Association shall be held during each calendar year which will be designated as its annual meeting.

Section 2. Annual meetings of the Association shall be held at such places and approximate times as are voted upon by the membership during its annual meeting. Meeting places and approximate dates will be established at least two years in advance of the proposed meeting. Establishment of firm dates is not precluded.

Section 3. The Executive Committee will establish the times and places of meetings of the Association which may be held in addition to the annual meeting.

ARTICLE VII - AMENDMENTS

This Constitution may be approved or amended at the annual meeting by a two-thirds vote of those present who are qualified to vote.

ARTICLE VIII - BY-LAWS

By-laws may be enacted or amended at the annual meeting of the Association by a majority vote of those present who are qualified to vote.

BY-LAWS

ARTICLE I - MEMBERSHIP AND DUES

Section 1. The western part of the United States shall be defined as to include the states of Alaska, Arizona, California, Colorado, Hawaii, Idaho, Montana, Nevada, New Mexico, Oregon, Utah, Washington, and Wyoming. The western part of Canada shall be defined as to include the provinces of Alberta, British Columbia, Manitoba and Saskatchewan. Institutions located in all of the states of Mexico shall be eligible for membership in the Western Association of Summer Session Administrators.

Section 2. An Associate member in good standing shall be entitled to all benefits offered by the Association with the exception of voting privileges in business meetings.

Section 3. Universities and colleges applying for membership will be automatically accepted unless for good and sufficient reasons membership is denied by the Executive Committee.

Section 4. Application for membership in the Association should be made to the Secretary Treasurer of the Association.

Section 5. The yearly dues of the Association shall be recommended by the Executive Committee and approved by the membership at the annual meeting. Dues shall be payable by October 1 of each year. An Association year shall extend from October 1 through September 30.

Section 6. Institutional membership shall be maintained by payment of annual dues. Institutional membership shall be terminated after one year's non-payment of dues. An institution whose membership has been terminated may apply for reinstatement to the Association.

ARTICLE II - DUTIES OF THE OFFICERS AND EXECUTIVE COMMITTEE

Section 1. The duties of the President are (1) to preside at the annual meeting; (2) to serve in a liaison capacity with similarly organized bodies; (3) to assume the initiative in solving problems which may arise during the time between annual meetings; (4) to appoint officers and directors to fill vacancies which may occur between annual meetings; and (5) to appoint standing and *ad hoc* committees, with the assistance of the Executive Committee, to carry out the purpose and functions of the organization.

Section 2. The duties of the President-Elect are (1) to assist the President in promoting the work of the organization; (2) to assume the President's responsibilities in their absence; and (3) to assume responsibility, with the assistance of the Executive Committee, for planning and executing the program for the annual meeting.

Section 3. The duties of the Secretary-Treasurer are (1) to chair the Membership Committee; (2) to keep records of all of the activities of the Association; and (3) to collect annual dues, pay all bills, and to submit a financial report to the annual meeting.

Section 4. The duties of the Executive Committee are (1) to convene as necessary in advance of the opening session of the annual meeting; (2) to convene as necessary after the annual meeting for the formulation of plans for the ensuing year; (3) to assume a year-around role of active leadership in carrying forward the program of the Association.

ARTICLE III - COMMITTEES

Section 1. The President of the Association shall name each year persons to serve on each of the seven standing committees: (1) Membership; (2) Nominating; (3) Annual Meeting; (4) Awards; (5) Ethics; (6) Research; and (7) Resolutions. The Secretary-Treasurer of the Association will chair the Membership Committee, and one of the persons appointed to each of the other six standing committees will be designated by the President to chair the committee. Except for the Membership Committee, each committee shall consist of six persons serving three-year terms with the term of two expiring each year. The Membership Committee shall consist of nine persons assigned specific geographic responsibilities with the term of three expiring each year.

Section 2. The President of the Association, with the approval of the Executive Committee, will have the power to appoint as many *ad hoc* committees as may be required to effectively carry on the program of the Association.

ARTICLE IV - QUORUM

A quorum shall consist of those institutional representatives present at the annual meeting who are qualified to vote.

ARTICLE V - PARLIAMENTARY AUTHORITY

The rules contained in Robert's Rules of Order, Revised Edition, shall govern the proceedings of this Association, except in such cases as are covered by its Constitution and By-Laws.

Amended at Honolulu, Hawaii

October 15, 1976

CREATIVE PROGRAMMING AWARDS

THE WINNERS

MONTANA STATE UNIVERSITY - LOGON '83: Technology, Mythology and Literacy in the New Age

Computer technology and the human being was the focus of an innovative conference LOGON '83. The conference, besides adding substantially to the content and methods of a number of unique summer offerings, was also influential in a series of free community lectures, "Mountains and Mind." At no cost to the university and making full use of the campus and community resources, LOGON '83 became an exemplary model of creative summer session planning. More than \$20,000 was given by various granting agencies to sponsor LOGON '83, and attracted more than 1,000 people from around the country.

Dr. Lynda Sexson, Director, Summer Sessions, Montana State University, Bozeman, MT 59717.

Telephone: (406) 994-4351.

UNIVERSITY OF BRITISH COLUMBIA - Urban Design Studies Program - Jerusalem, 1983

Urban Design Studies Project in Jerusalem was offered to architecture and planning students. Consultation and Co-operation was obtained from faculty at the Bexalel Academy in Jerusalem. Students were engaged in urban planning projects and cultural events that were put together in ways that had some unique characteristics. Criticism from students, professional organizations and local government in Jerusalem has been very positive.

Dr. Norman Watt & Dr. Kenneth Slade, Extra-Sessional Studies, The University of British Columbia, 6323 Cecil Green Park Road, Vancouver, B.C., Canada, V6T 1W5.

Telephone: (604) 228-2657.

MEMBERSHIP

WASSA represents about one hundred summer session offices at institutions in western North America. That number remains steady and the annual membership fee is \$30.00 This issue of the WASSA Newsletter is being distributed to several non-members.

For information respecting membership in WASSA write or call:

Jil Warn

Chair, Membership Committee

c/o Office of the Summer Sessions, 0028

University of California

San Diego La Jolla

California 92093

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EDITOR'S NOTE

This first edition for 1984 is labeled Volume 14, No. 1. After a little research and for clarification several past *Newsletters* should have been numbered as follows:

June 1982 - Volume 12, No. 1

September 1982 - Volume 12, No. 2

January 1983 - Volume 13, No. 1

August 1983 - Volume 13, No. 2

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