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AUTHOR Valentine, Ivan E.; Larson, Milton E.
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ABSTRACT

As an expansion and extension of the impact of three training institutes for curriculum personnel development, specific developmental and dissemination activities were carried out, including: (1) a booklet publication of "mini-presentations" of speeches made at the original institutes (see CE 001 403); (2) preparation of an abbreviated "Vocational Education Curriculum Development Handbook;" (3) audio cassettes of selected elements of the formal presentations; (4) dissemination of these products. A thumbnail account of the preparation of these products is given in four pages; the remainder of the document is a list of the recipients of the products. (AJ)

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FINAL REPORT

EXTENSION OF

GRANT NUMBER OEG-O-72-5183

**TRAINING INSTITUTES
FOR CURRICULUM PERSONNEL DEVELOPMENT
FOR INTEGRATION OF INNOVATIVE CONCEPTS
AND NEW DEVELOPMENTS**

**U.S. DEPARTMENT OF HEALTH,
EDUCATION & WELFARE
NATIONAL INSTITUTE OF
EDUCATION**

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**Ivan E. Valentine
Co-Director
Milton E. Larson
Co-Director**

**Department of Vocational Education
Colorado State University
Fort Collins, Colorado 80521**

MARCH 1974

**U.S. DEPARTMENT OF
HEALTH, EDUCATION, AND WELFARE**

**Office of Education
Bureau of Research**

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Ivan E. Valentine
and
Milton E. Larson

Department of Vocational Education
Colorado State University
Fort Collins, Colorado 80521

March 1974

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HEALTH, EDUCATION, AND WELFARE

Office of Education
Bureau of Research

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ACKNOWLEDGEMENTS

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Special recognition is given to Connie Mondragon and Patricia Hemby, Secretaries, Robert Hayes, Editorial Assistant, Ralph Green, Research Associate, and the Educational Media Center and Printing and Publications Department of Colorado State University for their assistance and attention to the details in the preparation of the three supplements identified as the final products of this extended grant and for their timely assistance in the preparation of the final report.

Dr. Ivan E. Valentine
Institute Co-Director

Dr. Milton E. Larson
Institute Co-Director

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REPORT SUMMARY

GRANT NUMBER: OEG-0-72-5183

TITLE: Training Institutes for Curriculum Personnel
Development for Integration of Innovative
Concepts and New Developments

PROJECT DIRECTORS: Dr. Ivan E. Valentine, Co-Director
Department of Vocational Education
Colorado State University
Fort Collins, Colorado 80521

Dr. Milton E. Larson, Co-Director
Department of Vocational Education
Colorado State University
Fort Collins, Colorado 80521

New concepts, methodologies and techniques are constantly being introduced in vocational education to assist new leadership and provide present leadership with tools to fulfill their tasks. Wide dissemination of the new developments, however, remains a constant challenge. In accordance with the spirit of the original proposal for the Training Institutes for Curriculum Personnel Development and the established need for dissemination of curriculum materials generated at the Institutes, the purpose of this requested extension was to expand and extend the impact of the earlier Institutes through specific developmental and dissemination activities. These activities included:

1. A booklet publication of "mini-presentations" of speeches made at the original Institutes
2. Preparation of an abbreviated "Vocational Education Curriculum Development Handbook"
3. Audio cassettes of selected elements of the formal presentations
4. Dissemination of these products to those individuals, agencies and institutions identified by the Project Officer and Project Monitor.

Initial procedures consisted of planning and organizing to develop the proposed materials. The project staff were identified including a Research Associate, Secretary, Abstractor and Editorial Assistant. Abstracts of the major presentations were prepared, edited and printed for dissemination. The "Vocational Education Curriculum Development Handbook" was prepared by identifying major concepts of the Institute presentations, compiled according to major headings, edited and printed for dissemination.

Final activity was the preparation of audio cassettes. Significant concepts were assembled into specific topic areas, titled with suitable introductory statements and divided into nine individual cassette presentations. Duplicate cassette tape copies were made for dissemination.

Throughout the time period of the extended grant, the Co-Directors consulted with the Project Officer and Project Monitor relative to the preparation of the final products. Many suggestions from them were included prior to final publication and tape duplication.

Publication and dissemination of the final products will extend the multiplier effect of the original Institutes. A firm beginning has now begun to improve curriculum personnel competencies. Further progress can be made through:

1. Additional institutes of this type
2. New university degree programs for advanced curriculum development
3. Expanded services to state supervisors, curriculum laboratory personnel, teacher educators and vocational teachers.

INTRODUCTION

Public education institutions, particularly vocational and technical schools, must prepare students with adequate skills, attitudes and knowledges to "cope" with the demands of a dynamic society. School leadership must be innovative, yet efficient to equip students with desired qualities to succeed. The curriculum must be the foundation for this success. Key personnel within the schools must have the "tools" to accomplish their goals. Staying abreast of new developments and innovative techniques in curriculum developments can assist personnel in their tasks.

Continuation of the original proposal for the Institutes for Curriculum Personnel Development recognized the need to disseminate as widely as possible new developments and innovative techniques in the area of curriculum. The impact of the original Institutes will be expanded and extended through development of certain products emanating from the concepts previously presented. The purpose of the extended contract became the following:

1. Publication of a booklet of "mini-presentations" of speeches made at the original Institutes
2. Preparation of an abbreviated "Vocational Education Curriculum Development Handbook"
3. Audio cassettes of selected elements of the formal presentations
4. Dissemination of these products to those individuals, agencies and institutions who can profit from their use.

A detailed work statement of the proposal appears as Appendix A of this report.

Copies of the booklet and handbook were printed and disseminated to individuals identified by the Project Officer and Project Monitor in the U.S. Office of Education, state departments of education, teacher education institutions, Institute participants and curriculum laboratories.

Audio cassette presentations were prepared and distributed to identified individuals at the U.S. Office of Education, curriculum laboratories and teacher education institutions.

METHODS

Approval of the extended contract initiated the process of planning for production of the products generated from the three Training Institutes for Curriculum Personnel Development.

Initial Planning

1. Identification of required personnel, i.e., research associate, secretary, abstractor and editorial assistant
2. Exploration and assignment of the major tasks for accomplishing the three main products to be produced.

Booklet of "Mini-Presentations"

The project co-directors, in cooperation with the research associate, reviewed the presentations made by the consultants. Major concepts were identified in each of the presentations. These concepts were then abstracted into proper form for editorial review. Each consultant's presentation became a separate mini-presentation.

Following this review these were prepared in manuscript form, compiled in booklet form and printed for dissemination to interested key personnel listed in Appendix B and C. This booklet entitled "Vocational Education Curriculum Development in Career Education" appears as Supplement 1 to this final report.

Handbook

The project co-directors, in cooperation with the research associate and editorial assistant, reviewed the consultant's presentations. Major concepts were identified, edited for appropriate content, grouped under major headings in a logical sequence, reviewed and prepared for printing. Major headings were as follows:

1. Introduction to Curriculum Development
2. Basic Principles and Tasks of Curriculum Development
3. Curriculum Design
4. Curriculum Evaluation
5. Curriculum Personnel Development
6. Curriculum Development for Career Education
7. Curriculum Development and the Disadvantaged
8. Curriculum and Accountability - Issues and Problems
9. Curriculum Management
10. Needs and Challenges in Curriculum Development.

Printing and Publications, a division of the University, performed the final printing and binding in a suitable booklet form. Copies were distributed to interested key personnel listed in Appendix B and C. This "Vocational Education Curriculum Development Handbook" appears as Supplement 2 to this final report.

Audio Cassettes

The project co-directors, in cooperation with the research associate, reviewed the consultant's presentations. Major topics for grouping, using the actual voices of the consultants, were identified. Appropriate titles, introductory statements and transitory statements were composed and recorded. These statements were then integrated with the edited, but actual, presentations of the consultants. The final result was nine audio cassette recordings of from twenty-five to thirty minutes in length. Titles of the audio presentations were as follows:

1. Overview of Curriculum Development
2. Concepts for Curriculum Content Determination
3. Bases for Curriculum Decisions
4. Curriculum Development as Related to Career Education
5. Curriculum Development and Accountability in Education
6. Curriculum Development for Disadvantaged Youth and Adults
7. Validation of Vocational Education Curriculums
8. Curriculum Validation and Adapting Curriculum to Local Schools
9. National Views and Emphases Related to Curriculum Development.

Master tapes were prepared. Duplicate copies were made and compiled in sets of five audio cassettes for dissemination to interested key personnel listed in Appendix B. This set of five audio cassettes with appropriate cover is designated as Supplement 3 to this final report.

Coordination Activities

Consultations with the Project Officer and Project Monitor were on-going throughout the extended grant. The project co-directors consulted with the Project Officer and Project Monitor concerning the draft copies of the proposed documents and media. Suggestions were incorporated into the final draft prior to publication.

CONCLUSIONS AND RECOMMENDATIONS

The dissemination of results of studies and institutes is of major value to secure the maximum multiplier effect. The two documents and the series of tapes will aid in achieving greater dissemination of the outstanding curriculum presentations provided to participants at the three original Curriculum Institutes.

While the impact of the Institutes seemed of major value to the participants as indicated in the original evaluation, much more must be done to enhance curriculum development competencies. Broad dissemination of Supplements 1 and 2 are recommended. Provisions for the use of the cassette tapes by groups involved in curriculum development will add to the knowledge of curriculum developers.

A beginning has been made but much more must be done to increase curriculum competencies. Further institutes should be provided; new programs for advanced degrees in curriculum development, management and supervision are needed; expanded services to state supervisors, curriculum laboratory personnel and vocational teacher educators as well as vocational teachers must be provided if vocational education is to improve.

APPENDIXES

APPENDIX A
WORK STATEMENT

DATE: May 31, 1973

TO: Dr. Elizabeth Simpson -- BAVTE/DVTE
Mr. William Berndt -- BAVTE/DVTE

FROM: Dr. Milton E. Larson -- Colorado State University
Dr. Ivan E. Valentine -- Colorado State University

SUBJECT: Request for non-cost extension of current grant--
TRAINING INSTITUTE FOR CURRICULUM PERSONNEL DEVELOPMENT
Grant Number OEG-0-72-5183 Project Number V257015

Requested extension from June 30, 1973 to
March 31, 1974 -- nine months

WORK STATEMENT

In accordance with the spirit of the original proposal and the established need for dissemination, it is proposed to expand and extend the impact by adding the following developmental and dissemination activities.

1. "MINI-PRESENTATIONS" OF SPEECHES FOR PUBLICATION IN PERIODICAL(S) -- Prepare from the copies of the formal presentations "mini-presentations" designed for submission to a periodical or periodicals (as the AVA Journal). Each mini-presentation will present the most significant selected elements of the presentation. Essential editorial work will be performed to produce copy suitable for publication in this form. Approximately eighteen speeches will be treated in this way. The mini-presentation will be from one to four manuscript pages in length.
2. CURRICULUM GUIDE FOR VOCATIONAL AND CAREER EDUCATION (ABBREVIATED) -- Develop a concise "Guide for Vocational and Career Education Curriculum Development" by extracting significant concepts from the major presentations and constructing a suitable duplicated booklet. This booklet will consist of approximately 12 duplicated papers. Major concepts will be identified in appropriate style. In some cases paragraphs will be used; in other cases outlines or key concepts will be listed. These will be developed for distribution in a limited manner to curriculum centers, state offices and the U.S. Office of Education. Copies may be made available to teacher training institutions as well. The copy will be generated and 1,000 booklets will be duplicated and distributed in accordance with the recommendation of the Project Officer and Project Monitor.

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3. AUDIO CASSETTES OF SELECTED ELEMENTS OF FORMAL PRESENTATIONS
- Select from the audio tapes of the formal presentations important and significant concepts to be assembled into a series of six thirty-minute tapes. The tapes would be composed of titles, introductory statements and transition statements coupled with elements from the actual presentations of the speakers. The first tape would be an overview of selected elements from a large number of presentations. Five additional tapes would be single-concept, thirty-minute tapes relative to such topics as determining needs, behavioral objectives, accountability, career education and validation techniques. The exact title and scope would be determined after careful study of the speeches and the available tape recordings. Sufficient copies of these tapes would be reproduced for each of the curriculum laboratories and the U.S.O.E. If possible, copies would also be made available to state offices and university teacher education departments. One-hundred of each of the six tapes would be produced and distributed in accordance with the recommendations of the Project Officer and Project Monitor. Each tape will be a thirty-minute standard cassette tape. A total of 600 tapes will be produced and distributed.

APPENDIX B
RECIPIENTS OF SUPPLEMENTS 1, 2 AND 3

U. S. OFFICE OF EDUCATION

Mr. William Berndt
Program Specialist
Curriculum Development Branch
Division of Research and Demonstration
Bureau of Occupational and Adult
Education
U.S. Office of Education
400 Maryland Avenue, S.W.
Washington, DC 20202

Dr. Howard F. Hjelm, Director
Division of Research and Demonstration
Bureau of Occupational and Adult
Education
U.S. Office of Education
400 Maryland Avenue, S.W.
Washington, DC 20202

Dr. Duane Mattheis
Deputy Commissioner
Bureau of School Systems
U.S. Office of Education
400 Maryland Avenue, S.W.
Washington, DC 20202

Dr. William Pierce
Deputy Commissioner
Bureau of Occupational and Adult
Education
U.S. Office of Education
400 Maryland Avenue, S.W.
Washington, DC 20202

Dr. Elizabeth Simpson
Branch Chief
Curriculum Development Branch
Division of Research and Demonstration
Bureau of Occupational and Adult
Education
U.S. Office of Education
400 Maryland Avenue, S.W.
Washington, DC 20202

REGIONAL OFFICES
U. S. OFFICE OF EDUCATION

Dr. Urwin Rowntree, Director
Occupational and Adult
Education
Region I
U.S. Office of Education
John F. Kennedy Federal
Building
Boston, MA 02203

Charles A. O'Connor, Jr.
Director
Occupational and Adult
Education
Region II
U.S. Office of Education
26 Federal Plaza
New York, NY 10007

Robert Smallwood, Director
Occupational and Adult
Education
Region III
U.S. Office of Education
3535 Market Street
P.O. Box 13716
Philadelphia, PA 19101

George Wallace, Director
Occupational Education
Region IV
U.S. Office of Education
50 Seventh Street, N.E.
Atlanta, GA 30323

William L. Lewis, Director
Occupational and Adult
Education
Region V
U.S. Office of Education
300 South Wacker Drive
Chicago, IL 60606

M. A. Browning, Director
Occupational and Adult
Education
Region VI
U.S. Office of Education
1114 Commerce Street
Dallas, TX 75202

Thaine D. McCormick, Director
Occupational and Adult
Education
Region VII
U.S. Office of Education
601 East 12th Street
Kansas City, MO 64106

Leroy Swenson, Director
Occupational and Adult
Education
Region VIII
U.S. Office of Education
19th and Stout Streets
Denver, CO 80202

C. Kent Bennion, Director
Occupational and Adult
Education
Region IX
U.S. Office of Education
50 Fulton Street
San Francisco, CA 94102

Sam Kerr, Director
Occupational and Adult
Education
Region X
U.S. Office of Education
Arcade Plaza Building
Mail Stop 1507
1321 Second Avenue
Seattle, WA 98101

CURRICULUM CENTERS AND LABORATORIES

ALABAMA

Mr. John E. Deloney
Project Director
Career Education
State Department of Education
Room 804
Montgomery, AL 36111

Mr. J. R. Thomas
Assistant State Supervisor
Trade and Industrial
Education
Instructional Materials Unit
Vocational Industrial Education
Department
University of Alabama
P.O. Box 2847
University, AL 35486

ALASKA

Vernell Jackson
Program Chief
Business Office Education
Pouch F
Alaska Office Building
Juneau, AK 99801

ARIZONA

Dr. Robert Kerwood
Director of Curriculum
Division of Vocational
Education
1535 W. Jefferson
Phoenix, AZ 85007

ARKANSAS

Mr. Grady Knight, Coordinator
Vocational Planning and
Evaluation
State Department of Education
State Education Building
Little Rock, AR 72201

CALIFORNIA

Dr. Patrick J. Weagraff
Director
Vocational-Technical Education
Curriculum Laboratory
Vocational Education Section
State Department of Education
721 Capitol Building
Sacramento, CA 95814

COLORADO

Mr. Lloyd Lawson, Supervisor
Program Operations
State Board for Community
Colleges and Occupational
Education
207 State Services Building
Denver, CO 80203

CONNECTICUT

Dr. Saul H. Dulberg
Consultant and Program
Developer
Career Education
Vocational Division
Connecticut State Department
of Education
State Office Building
Box 2219
Hartford, CT 06119

DELAWARE

Mr. Doyle Owens
State Supervisor
Career Services
Division of Vocational
Education
P.O. Box 697
Dover, DE 19901

DISTRICT OF COLUMBIA

Mrs. Ouida V. Maedel
Supervising Director
Vocational Education
Curriculum
415 Twelfth Street, N.W.
Suite 1103
Washington, DC 20004

FLORIDA

Dr. K. M. Eaddy, Administrator
Research/Evaluation
Room 258
Knott Building
Tallahassee, FL 32304

Mr. James C. Edmundson
Coordinator
Career Education Curriculum
Laboratory
Florida State University
204 Johnston Building
415 N. Monroe Street
Tallahassee, FL 32301

GEORGIA

Mr. Paul Scott, Director
Research Coordinating Unit
State Department of Education
302 State Office Building
Atlanta, GA 30224

Mr. Earl Williams, Coordinator
Curriculum Materials
Laboratory
Division of Vocational Education
State Department of Education
State Office Building
Atlanta, GA 30303

HAWAII

Dr. Sam Shigetomi
State Director of Vocational
Education
Hawaii Community Colleges
2327 Dole Street
Honolulu, HI 96822

IDAHO

Kenneth Hansen
Supervisor of Research
State Department of Education
506 North Fifth
Boise, ID 83720

ILLINOIS

J. Joseph Daly, Co-Director
Illinois Curriculum
Management Center
Board of Vocational Education
and Rehabilitation
1035 Outer Park Drive
Springfield, IL 62706

Dr. John Matthews
Professor and Head
Vocational Agriculture Service
434 Mumford Hall
University of Illinois
Urbana, IL 61801

INDIANA

Mr. Thomas E. Eachus, Director
Vocational Instructional
Materials Laboratory
Department of Vocational and
Technical Education
Indiana State University
Terre Haute, IN 47809

Miss Carol Hodgson
Coordinator of Research
Division of Vocational Education
Indiana Department of Public
Instruction
1012 State Office Building
Indianapolis, IN 46204

IOWA

Dr. Kenneth Wold
Chief of Support Service
Career Education Division
Grimes State Office Building
Des Moines, IA 50319

KANSAS

Dr. W. A. Rumbaugh
Assistant Director
Division of Vocational Education
State Department of Education
120 E. 10th Street
Topeka, KS 66612

KENTUCKY

Dr. Herbert Bruce, Director
Curriculum Development Center
Vocational Education
University of Kentucky
Room 152
Taylor Education Building
Lexington, KY 40506

LOUISIANA

Dr. Nelson A. Hauer
Acting Chief
Trade and Industrial Education
State Department of Education
Baton Rouge, LA 70804

Mr. W. C. Mayfield, Director
Vocational Curriculum
Development and Research
Center
Natchitoches Trade School
P.O. Box 657
Natchitoches, LA 71457

MAINE

Dr. Charles W. Ryan, Director
Research Coordinating Unit
Bureau of Vocational Education
Department of Education and
Cultural Services
Augusta, ME 04330

MARYLAND

Mr. William Michel, Jr.
Supervisor
Distributive Education
Division of Vocational-
Technical Education
State Department of Education
P.O. Box 8717
Friendship International
Airport
Baltimore, MD 21240

MASSACHUSETTS

Mr. Paul Carbone
Senior Supervisor
Division of Occupational
Education
7th Floor
178 Tremont Street
Boston, MA 02111

MICHIGAN

Mr. Karl Stearns
Vocational Education and Career
Development Service
Box 928
State Department of Education
Lansing, MI 48904

MINNESOTA

Mr. Jerome Schmehl
Program Planning and Development
Section
Division of Vocational and
Technical Education
Department of Education
Capitol Square
550 Cedar Street
St. Paul, MN 55101

MISSISSIPPI

Dr. James E. Wall
Associate Dean and Director
Research Coordinating Unit
Mississippi State University
Drawer JW
Mississippi State, MS 39762

MISSOURI

Mr. Amon Herd, Director
Instructional Materials
Laboratory
Department of Practical Arts
and Vocational-Technical
Education
Room #8
Industrial Education Building
University of Missouri
Columbia, MO 65201

MONTANA

Mike Bullock
Assistant Director
Vocational and Occupational
Skills
State Department of Public
Instruction
State Capitol Building
Helena, MT 59601

NEBRASKA

Dr. Dean McClellan, Director
Kearney Center for Vocational
and Technical Education
Kearney State College
Kearney, NB 68847

NEVADA

Mr. R. Courtney Riley
Director
Vocational-Technical and
Adult Education
State Department of Education
Heroes Memorial Building
Second and Carsons Streets
Carson City, NV 89701

NEW HAMPSHIRE

Mrs. Gloria Cooper
Director
Research Coordinating Unit
New Hampshire State
Department of Education
105 Loudon Road
Concord, NH 03301

NEW JERSEY

Mr. Greg Buontempo, Director
County Career Education
Coordinators
Division of Vocational Education
New Jersey Department of
Education
225 W. State Street
Trenton, NJ 08625

Joseph Kelley
Division of Vocational Education
New Jersey Department of
Education
225 W. State Street
Trenton, NJ 08625

Mr. Benjamin Shapiro, Director
Curriculum Laboratory
Department of Vocational-
Technical Education
Rutgers - The State University
Building 4103
Kilmer Campus
New Brunswick, NJ 08903

NEW MEXICO

Mr. Bill Jackson
Assistant Director
Vocational-Technical Education
State Department of Education
Santa Fe, NM 87501

NEW YORK

Mr. G. Earl Hay, Supervisor
Vocational Curriculum
Bureau of Secondary Curriculum
Development
State Education Department
Albany, NY 12224

Mr. Nicholas Acquaviva
Coordinator
Curriculum Laboratory
Division of Vocational-Technical
Education
State University College
Oswego, NY 13126

NORTH CAROLINA

Mr. Anthony J. Bevacqua
Educational Director
Curriculum Laboratory
Department of Community
Colleges
Occupational Education
Division
Room 102
Education Building
Raleigh, NC 27604

Dr. Robert A. Mullen
Associate Director
Division of Occupational
Education
State Department of Public
Instruction
Raleigh, NC 27602

Mr. Murray O. Phillips
Coordinator of Curriculum
Development
Division of Occupational
Education
Department of Public
Instruction
Raleigh, NC 27694

NORTH DAKOTA

Dr. Don Eshelby, Director
Research Coordinating Unit
State Board for Vocational
Education
900 East Blvd.
Bismarck, ND 58501

OHIO

Ms. Cathy Ashmore
Materials Lab Consultant
Distributive Education
Materials Laboratory
1885 Neil Avenue
Room 115
The Ohio State University
Columbus, OH 43210

Mr. Tom L. Hinds, Consultant
Instructional Materials
Laboratory
Trade and Industrial Education
Services
Ohio State University
1885 Neil Avenue
Room 112
Columbus, OH 43210

Dr. Harlan E. Ridenour, Director
Ohio Agricultural Education
Curriculum Materials Service
The Ohio State University
Room 201
2120 Fyffe Road
Columbus, OH 43210

OKLAHOMA

Mr. Ron Meek, Coordinator
Curriculum Instructional
Materials Center
State Department of Vocational
and Technical Education
1515 W. 6th Avenue
Stillwater, OK 74074

OREGON

Jerry Ludlow, Specialist
Curriculum Development
State Department of Education
942 Lancaster Drive, N.E.
Salem, OR 97310

PENNSYLVANIA

Mr. Stephen Sworen, Chief
Planning and Audit Services
Bureau of Vocational Education
State Department of Education
Box 911
Harrisburg, PA 17126

PUERTO RICO

Mr. Israel Flores-Rodriguez
State Supervisor
Vocational Agriculture
Department of Education
P.O. Box 759
Hato Rey, PR 00919

RHODE ISLAND

Mrs. Jacqueline F. Nelson
Consultant
Division of Grants and Programs
Department of Education
25 Hayes Street
Providence, RI 02908

SOUTH CAROLINA

Dr. Robert T. Benson, Director
Vocational Education Media
Center
Clemson University
Clemson, SC 29631

Mr. E. H. Jones, Supervisor
Program Planning
1026 Bakersfield Road
Columbia, SC 29210

SOUTH DAKOTA

Mr. L. A. Iverson
State Supervisor
Division of Vocational and
Technical Education
222 W. Pleasant Drive
Pierre, SD 57501

TENNESSEE

Mr. Lynn G. Bevins, Director
Curriculum Laboratory
State Department of Education
Division of Vocational-
Technical Education
Box 1114
Murfreesboro, TN 37130

TEXAS

Mr. W. H. Fitz
Curriculum Coordinator
Texas Education Agency
201 E. 11th Street
Austin, TX 78701

Ms. Linda R. Glosson
Acting Director
Home Economics Instructional
Materials Center
Texas Tech University
P.O. Box 4067
Lubbock, TX 79409

Mr. Robert Luter, Director
Instructional Materials
Service
Division of Extension
The University of Texas
Austin, TX 78712

Mr. Foy Page, Coordinator
Vocational Instructional Services
Vocational Industrial Education
Texas A & M University
F.E. Box 182
College Station, TX 77843

Mr. Darrel Tilton
Teacher Trainer
Coordinated Vocational-Academic
Education Laboratory
Secondary and Higher Education
East Texas State University
Commerce, TX 75428

UTAH

Dr. Charles Parker
State Department of Education
1400 University Club Building
136 E. South Temple Street
Salt Lake City, UT 84111

VERMONT

Mr. Charles Guatney
Office Occupations and
Distributive Education
State Department of Education
Montpelier, VT 05602

VIRGINIA

Dr. Donald E. Elson
Assistant Professor
Division of Vocational
Education
316 Lane Hall
Virginia Polytechnic Institute
and State University
Blacksburg, VA 24061

WASHINGTON

George P. Pilant, Director
Research Coordinating Unit
Washington State Coordinating
Council for Occupational
Education
216 Old Capitol Building
Olympia, WA 98504

WEST VIRGINIA

Fred W. Harrington, Coordinator
Curriculum Development
Bureau of Vocational, Technical
and Adult Education
Building 6
Room B-243
Charleston, WV 25305

WISCONSIN

Mr. Clifford Zenor, Consultant
Professional Development
Wisconsin Board of Vocational
and Technical Education
4802 Sheboygan Avenue
Madison, WI 53702

WYOMING

Dr. James Zancanella, Head
Department of Vocational
Education
College of Education
University of Wyoming
Laramie, WY 82071

EPDA DIRECTORS

CALIFORNIA

Dr. Melvin L. Barlow
Graduate School of Education
University of California at
Los Angeles
405 Hilgard Avenue
Los Angeles, CA 90024

CONNECTICUT

Dr. Richard W. Whinfield
Higher Technical and Adult
Education
University of Connecticut U-93
Storrs, CT 06268

GEORGIA

Dr. George L. O'Kelley
College of Education
University of Georgia
Athens, GA 30601

ILLINOIS

Dr. Lloyd J. Phillips
Vocational and Technical
Education
University of Illinois
347 Education Building
Urbana, IL 61801

KANSAS

Dr. Robert Meisner, Head
Department of Adult and
Occupational Education
Kansas State University
Manhattan, KS 66502

KENTUCKY

Dr. Harold R. Binkley, Chairman
Department of Vocational
Education
College of Education
Dickey Hall
University of Kentucky
Lexington, KY 40506

MICHIGAN

Dr. Peter G. Haines
Professor and Director
R & D Program in Vocational
Education
115 Erickson Hall
Michigan State University
Lansing, MI 48823

MINNESOTA

Dr. J. Moss, Jr.
Vocational and Technical
Education
University of Minnesota
Peik Hall
Minneapolis, MN 55455

MISSOURI

Dr. H. C. Kazanas
Department of Practical Arts
and Vocational Technical
Education
111 Industrial Education
Building
University of Missouri
Columbia, MO 65201

NEW JERSEY

Dr. Carl J. Shaefer
Department of Vocational-
Technical Education
Rutgers University
Graduate School of Education
New Brunswick, NJ 08903

NORTH CAROLINA

Dr. Carl J. Dolce
School of Education
North Carolina State University
Hillsborough Street
Raleigh, NC 27607

OHIO

Dr. Robert Reese
College of Education
The Ohio State University
1885 Neil Avenue
Columbus, OH 43210

OKLAHOMA

Dr. Lloyd L. Wiggins
Classroom Building
Room 406
Oklahoma State University
Stillwater, OK 74074

OREGON

Dr. Henry Ten Pas
School of Education
Department of Vocational
Education
Oregon State University
102 Benton Hall
Corvallis, OR 97331

PENNSYLVANIA

Dr. Calvin Cotrell
College of Education
Temple University
Philadelphia, PA 19122

TENNESSEE

Dr. James D. McComas, Dean
College of Education
Claxton Education Building
University of Tennessee
Knoxville, TN 37916

TEXAS

Dr. Ray Perkins
Coordinator of Vocational
Programs
College of Education
Texas A & M University
College Station, TX 77843

APPENDIX C
RECIPIENTS OF SUPPLEMENTS 1 AND 2

COLORADO STATE UNIVERSITY INSTITUTE
FOR CURRICULUM PERSONNEL DEVELOPMENT

CONSULTANTS AND RESOURCE PERSONNEL

Mr. William Berndt
Program Specialist
Curriculum Development Branch
Division of Research and
Demonstration
Bureau of Occupational and
Adult Education
U.S. Office of Education
Washington, DC 20202

Dr. A. R. Chamberlain
President
102 Administration Building
Colorado State University
Fort Collins, CO 80521

Dr. Cleveland Dennard
President
Washington Technical Institute
Washington, DC 20202

Dr. Lawrence Davenport
Vice-President for Development
Tuskegee Institute
Tuskegee, AL 36088

Dr. Sunny Hansen, Professor
College of Education
University of Minnesota
Minneapolis, MN 55455

Dr. Henry J. Hermanowicz
Dean of College of Education
Illinois State University
Normal, IL 61761

Dr. Howard F. Hjelm, Director
Division of Research and
Demonstration
Bureau of Occupational and
Adult Education
U.S. Office of Education
Washington, DC 20202

Dr. Harry Huffman
Professor
Vocational Education Department
Colorado State University
Fort Collins, CO 80521

Dr. Edwin Kurth, Professor
Department of Vocational Adult
Education
Auburn University
Auburn, AL 36830

Mr. Leon Lewis
U.S. Employment Service
U.S. Department of Labor
Washington, DC 20202

Dr. Duane Mattheis
Deputy Commissioner
Bureau of School Systems
U.S. Office of Education
Washington, DC 20202

Dr. William Pierce
Deputy Commissioner
Bureau of Occupational and
Adult Education
U.S. Office of Education
Washington, DC 20202

Mr. Roman C. Pucinski
Former Member of House of
Representatives
District Office
6200 N. Milwaukee
Chicago, IL 60646

Dr. Byrl R. Shoemaker
Director of Vocational Education
State of Ohio
Department of Education
612 Ohio Department Building
Columbus, OH 43215

Dr. Elizabeth Simpson
Branch Chief
Curriculum Development Branch
Division of Research and
Demonstration
Bureau of Occupational and
Adult Education
U.S. Office of Education
Washington, DC 20202

Dr. Robert Stake, Professor
270 Educational Building
University of Illinois
Urbana, IL 61801

Dr. James E. Wall, Director
Curriculum Coordinating Unit
P.O. Drawer DX
Mississippi State University
State College, MS 39762

Dr. Patrick Weagraff
Coordinator Curriculum
Laboratory
California State Department of
Education
Program Planning Unit
721 Capitol Mall
Sacramento, CA 85628

Dr. Jack C. Willers
Professor of History and
Philosophy of Education
George Peabody College for
Teachers
Nashville, TN 37203

Mr. Frank Wimer
Director of Planning,
Budgeting and Research
Coordinating Council for
Vocational and Technical
Education
216 Old Capitol Building
Olympia, WA 98501

COLORADO STATE UNIVERSITY INSTITUTE
FOR CURRICULUM PERSONNEL DEVELOPMENT

October 23-27, 1972

PARTICIPANTS

Mr. Harold S. Anderson
Vocational Education Specialist
Coordinating Council for
Occupational Education
216 Old Capitol Building
Olympia, WA 98504

Dr. Rodney E. Anderson
Consultant, Development and
Demonstration Unit
Colorado Department of
Education
State Office Building
201 East Colfax
Denver, CO 80203

Mr. Philip T. Bailey
Supervisor, Secondary Unit
Vocational Education and Career
Development Service
Michigan Department of Education
Box 928
Lansing, MI 48904

Dr. Fred P. Black
State Director, Occupational
Education
Wyoming Department of
Education
Capitol Building
Cheyenne, WY 82001

Dr. David H. Bland
Educational Specialist
Michigan Department of
Education
309 N. Washington Avenue
Lansing, MI 48904

Dr. David Bockman
Aims College
Rt. 4, Box 234B
Greeley, CO 80631

Mr. Paul M. Bondo
Oregon Vocational Intern
Oregon State University
628 Kings Blvd.
Corvallis, OR 97330

Mr. Gilbert R. Brauer
Dean of Instruction
Nebraska Technical College
Milford, NB 68405

Mr. Daniel P. Brown
Assistant Professor
Occupational Education and
Consultant to State
Department

University of Michigan
School of Education
Ann Arbor, MI 48104

Mrs. Dorothy I. Brown
Consultant
Support Services
Career Education Division
Iowa Department of Public
Instruction
14th and Grand
Des Moines, IA 50319

Mr. Mike Bullock
Assistant Director of
Vocational Education
Office of the Superintendent of
Public Instruction
1920 Highland
Helena, MT 59601

Mr. Richard Butts
Coordinator of Handicapped
(Special Education)
Minot Senior High School
Minot, ND 58701

Mr. Hugo Carlson
Assistant Professor of Business
Northern State College
Jay Street
Aberdeen, SD 57401

Mr. John A. Caserta
Junior-Senior High School
Curriculum Coordinator
Washoe County School District
425 East Ninth Street
Reno, NV 89502

Mr. Cleve E. Cowley
Project Care Coordinator
Divide County School District
111 7th Avenue, S.W.
Crosby, ND 58730

Dr. Hazel Crain
Coordinator of Vocational-
Technical Education
University of Nebraska
44C Henzlik Hall
Lincoln, NB 68508

Dr. Nelson N. Cushing
State Supervisor of Industrial
Arts and Prevocational
Education
Arizona Department of Education
1535 West Jefferson
Phoenix, AZ 85007

Mr. Bill H. Darnell
State Supervisor
Career Education
State Department of Education
State Educational Building
Santa Fe, NM 87501

Dr. Niel A. Edmunds, Chairman
Applied Arts Division and
Campus Coordinator for
Vocational Education
Wayne State College
Wayne, NB 68787

Dr. Alan R. Edsall
EPDA Coordinator
University of Nevada
College of Education
Reno, NV 89502

Mr. W. H. Fitz
Chief Consultant
State Curriculum Coordinator
Texas Education Agency
Department of Occupational
Education and Technology
201 East Eleventh Street
Austin, TX 78701

Dr. W. Lee Foust, Jr.
Associate Director
Communications and Media
Career Education "Cluster"
Curriculum Project
3270 Market Street, N.E.
Salem, OR 97301

Mr. Donald W. Frederick
Director
Southern Minnesota Vocational
Center
135 South Broadway
Wells, MN 56097

Mr. Harold D. Garbett
Assistant Director
Idaho State University
School of Vocational-Technical
Education
Pocatello, ID 83201

Mrs. Mildred F. Gerding
Editor II
The University of Texas at
Austin
Extension Building
Annex 112
Austin, TX 78712

Dr. Merlyn L. Gramberg
Division Chairman and Vocational
Coordinator
Chadron State College
Tenth and Main
Chadron, NB 69337

Mr. Al Halter
Service Occupations Specialist
Oregon State Department of
Education
942 Lancaster Drive, N.E.
Salem, OR 97310

Mrs. Jean Hanson
Vocational Program Director
East-Polk Red Lake County
Vocational Center
Red Lake Falls, MN 56750

Mr. Clinton L. Harris
Wyoming State Advisory Council
(For Occupational Education)
1924 Garfield
Laramie, WY 82070

Mr. W. J. Hoppes
Superintendent of Schools
Fort Benton Public Schools
1820 Washington
Fort Benton, MT 59442

Mr. Coy L. Hudson
Director of Developmental
Programs
North Carolina Department of
Community Colleges
Education Building
Raleigh, NC 27602

Miss Myrna G. Hugi
Education Program Specialist
U.S. Office of Education
AVTE-DAE
7th and D Streets, S.W.
Washington, DC 20202

Mrs. Myrtle E. Hunt
Director
Career Education
Pinellas County Schools
850 - 34 Street, South
St. Petersburg, FL 33711

Dr. Hildegard Johnson
Acting Head of Home Economics
Education
South Dakota State University
Brookings, SD 57006

Mr. J. Hates Johnson, Jr.
Program Officer
U.S. Office of Education
Room 5662
GSA Building
7th and D Streets, S.W.
Washington, DC 20202

Mr. Grady Knight
Coordinator of Program Planning
Evaluation, Research and
Exemplary Programs
Arkansas Department of Education
Arch Ford Education Building
Little Rock, AR 72201

Mr. George Kosbab
Assistant Director of
Vocational Education
Administration and Planning
State of Ohio Department of
Education
65 South Front Street
Columbus, OH 43215

Mr. John W. Lacey
Program Officer
OE/AVTE
Federal Office Building
19th and Stout Streets
Denver, CO 80202

Mrs. C. Janet Latham
State Supervisor
Home Economics Education and
Exemplary Programs
Idaho State Board for
Vocational Education
518 Front Street
Boise, ID 83702

Mr. John A. Lawrence
Associate Professor
Agricultural Education
University of Idaho
1024 Elcajon
Moscow, ID 83843

Dr. Otto P. Legge
Deputy Director
U.S. Office of Education
Bureau of Adult and
Technical Education
Division of Technical
Education
Washington, DC 20202

Mr. Edmond J. Lemoi
Staff Consultant
Curriculum Development
Northeast AMIDS
1150 Narragansett Blvd.
Cranson, RI 02910

Mr. J. C. Levendowski
Career Education Curriculum
Research and Development
Specialist
Jefferson County School District
809 Quail
Lakewood, CO 80215

Mr. Ralph Little
Program Specialist
Career Education
Oregon State Department of
Education
5376 Arcade, N.E.
Salem, OR 97303

Mr. Gary M. Lloyd
Specialist
Business and Office Occupations
Utah State Board of Education
1300 University Club Building
136 E. S. Temple
Salt Lake City, UT 84111

Dr. Austin G. Loveless
Professor of Industrial and
Technical Education
Utah State University
930 East 320 North
Logan, UT 84321

Dr. Jerry Ludlow, Specialist
Curriculum Development
Oregon State Department of
Education
942 Lancaster Drive, N.E.
Salem, OR 97301

Mr. John H. Madson
State Supervisor
Cooperative Education
State Department of Education
Heroes Memorial Building
Carson City, NV 89701

Mr. Thomas O. Manion
Supervisor
Industrial Education
Denver Public Schools District 1
414 Fourteenth Street
Denver, CO 80203

Mr. Paul E. May
Assistant Supervisor
WIN and Special Programs
State Board for Community Colleges
and Occupational Education
207 State Services Building
1525 Sherman
Denver, CO 80203

Dr. Ray McMurtry
Curriculum Specialist
Community College of Denver
1209 Quail
Lakewood, CO 80215

Mr. Elton B. Mendenhall
Director
Nebraska Research Coordinating
Unit for Vocational Education
University of Nebraska
Box 33
Henzlik Hall
Lincoln, NB 68508

Dr. James A. Miller, Director
Center for Vocational and
Technical Education
Kearney State College
Kearney, NB 68847

Dr. Richard J. Mitchell
Associate Professor of Education
Central State University
100 N. University
School of Education
Edmond, OK 73034

Mr. E. Lyman Munford
Assistant Professor
Head of Construction Technology
Southern Utah State College
Cedar City, UT 84720

Dr. Patricia D. Murphy
Associate Professor of
Home Economics Education
North Dakota State University
College of Home Economics
Fargo, ND 58102

Dr. Ernest R. Neasham
Evaluation Consultant
California State Department
of Education
4117 Boone Lane
Sacramento, CA 95821

Mr. Troy Notgrass
Instructional Materials
Specialist
University of Texas
18th and IH 35
Division of Extension
Austin, TX 78712

Mr. Keiji G. Okano, Director
Distributive Health and
Cooperative Education
Wyoming Department of Education
Capitol Building
Cheyenne, WY 82001

Dr. Jim Osborn
Consultant for Vocational
Education Professional
Development
Nebraska Department of
Education
233 South 10th Street
Lincoln, NB 68508

Beverly Parks, Coordinator
Career Development Center
University of Northern Colorado
6305 Wagonwheel Road
Berthoud, CO 80513

Mr. Robert M. Peck
Assistant Principal, East High
Anchorage Borough School Dist.
4025 East 24th Avenue
Anchorage, AK 99502

Mr. Murry O. Phillips
Chief Consultant
Curriculum Development and
Teaching Materials
North Carolina Department of
Public Instruction
Room 532, Education Building
Raleigh, NC 27602

Dr. Douglas L. Polette
Assistant Professor of
Vocational Education
University of Wyoming
Department of Vocational
Education
Laramie, WY 82070

Mr. Dean M. Prochaska, Director
Kansas State Department of
Education
120 East 10th Street
Topeka, KS 66612

Mr. Jack E. Robertson
Instructional Materials
Specialist
University of Texas
Division of Extension
Austin, TX 78712

Mr. Larrae Rocheleau
Principal
Hardin High School
702 N. Terry
Hardin, MT 59034

Mr. Richard W. Rowles
Coordinator Program Services
for ABE and Continuing
Education
State Department of Education
Capitol Building
Cheyenne, WY 82001

Mr. Gene Alan Sayler
Coordinator
Professional Development and
Private Vocational Schools
North Dakota State Board for
Vocational Education
State Office Building
900 East Boulevard Avenue
Bismarck, ND 58501

Mr. William E. Schultz
State Supervisor
Technical and Postsecondary
Education
State Department of Education
Heroes Memorial Building
Carson City, NV 89701

Dr. C. V. Siegner, Dean
School of Applied Arts/
Technology
Peru State College
Peru, NB 68421

Mr. Martin D. Singkofer
Curriculum Specialist
(EPDA Intern)
Communications and Media Career
Education "Cluster" Curriculum
Project
3270 Market Street, N.E.
Salem, OR 97301

Mr. George R. Smith
Departmental Representative
The Emily Griffith Opportunity
School
1250 Welton Street
Denver, CO 80204

Mr. Richard C. Spivey, Jr.
Education Program Director
Instructional Laboratory
North Carolina Department of
Community Colleges
Education Building
Raleigh, NC 27602

Dr. Robert E. Sprecher, Head
Department of Vocational
Teacher Education
University of Idaho
College of Education
Moscow, ID 83843

Dr. Lucille T. Stoddard
Chairman, Business Division
Utah Technical College at Provo
1395 North 150 East
Provo, UT 84601

Mr. William E. Trabert
Chairman, Nevada Career
Education Task Force
Supervisor, Business and Office
Occupations Education
Nevada Department of Education
Heroes Memorial Building
Carson City, NV 89701

Mr. Byron R. Vanier
Administrator, Special
Vocational Programs
Nebraska Department of
Education
233 South 10th Street
Lincoln, NB 68508

Dr. Beverly Wheeler
Consultant in Career Education
State Department
1617 East Apache Blvd., #62
Tempe, AZ 85281

Mr. Albert P. Wood
Specialist II (Vocational
Curriculum Specialist)
School District of Kansas City
1215 E. Truman Road
Kansas City, MO 64106

Dr. Lawrence E. H. Zane
Associate Professor
University of Hawaii
1776 University Avenue
Honolulu, HI 96822

Dr. Richard Arnold Zimpel
Assistant Supervisor
Trade and Industry
State Board for Community Colleges
and Occupational Education
1525 Sherman Street
207 State Services Building
Denver, CO 80203

Mr. Gilbert E. Zuerlein
Program Specialist
Coordinating Council for
Occupational Education
216 Old Capitol Building
Olympia, WA 98504

WASHINGTON, D.C. INSTITUTE
FOR CURRICULUM PERSONNEL DEVELOPMENT

November 13-17, 1972

PARTICIPANTS

Ms. Dorothy S. Anderson
Director, Center for
Occupational Education
Jersey City State College
80 Audubon Avenue
Jersey City, NJ 07305

Mr. Robert C. Andrews
Assistant Professor of
Industrial Education and
Supervisor Student Teaching
Keene State College - U.N.H.
Main Street
Keene, NH 03431

Mr. Harry P. Batis
Instructional Materials
Specialist
Distributive Education
The University of Texas at
Austin
4511 Highland Terrace
Austin, TX 78731

Mr. John E. Bean, Jr.
Consultant
Programs for Disadvantaged and
Handicapped
New Hampshire State Department
of Education
Division of Vocational-
Technical Education
105 Loudon Road
Concord, NH 03301

Dr. Camille G. Bell
Chairman and Professor of
Home Economics
Texas Tech University
P.O. Box 4170
Lubbock, TX 79409

Mr. Jean E. Berube
Program Specialist
U.S. Office of Education
Division of Manpower
Development and Training
7th and "D" Streets, S.W.
Washington, DC 20202

Mrs. Doris L. Belton
Supervisor
New York State Education
Department
99 Washington Avenue
Albany, NY 12210

Dr. Norma Bobbitt
Program Leader
Home Economics Education
Michigan State University
101 College of Human Ecology
East Lansing, MI 48823

Mr. Daniel Bock, Consultant
Applied Biological and
Agriculture Occupations
Division of Vocational-
Technical Education
1035 Outer Park Drive
Springfield, IL 62706

Dr. Kay B. Brown
Curriculum Specialist in
Distributive Education
School of Education
Virginia Commonwealth University
Richmond, VA 23330

Dr. Glenn Boerrigter
Research, Bureau of Adult,
Vocational and Technical
Education
U.S. Office of Education
7th and "D" Streets, S.W.
Washington, DC 20202

Dr. William E. Burns
Professor of Industrial Ed.
State University of New York
College at Buffalo
1300 Elmwood Avenue
Buffalo, NY 14222

Mr. Paul L. Carbone
Division of Occupational Ed.
Chief of Office Occupations
Massachusetts Department of
Education
178 Tremont Street
Boston, MA 02111

Mr. James L. Cockrum
Training Materials Specialist
Division of Extension
The University of Texas at
Austin
Austin, TX 78712

Miss Ina E. Conley, Associate
Bureau of Health Occupations Ed.
State Education Department
99 Washington Avenue
Albany, NY 12210

Mr. Joseph J. Corcoran
Associate Consultant
Business and Office Education
Connecticut State Department of
Education
165 Capitol Avenue, Box 2219
Hartford, CT 06115

Mr. J. Joseph Daly, Consultant
Professional and Curriculum
Development Unit
Division of Vocational Education
1035 Outer Park Drive
Springfield, IL 62706

Mrs. Anna C. DeAmicis
State Supervisor of Health
Occupations
Maryland State Department of
Education
Division of Voc-Tech Education
P.O. Box 8717 Friendship
International Airport
Baltimore, MD 21240

Mr. Patrick R. Doherty, Jr.
Director, Career Development
New Jersey Department of Ed.
New Jersey Residential Manpower
Center
Building 871, Plainfield Avenue
Edison, NJ 08817

Mrs. Carolyn C. Driver
Assistant State Supervisor
Home Economics Education
State Department of Education
Field Office, Box 427
Harrisonburg, VA 22801

Dr. Glenn F. Dukes
Associate Professor
Industrial Education
Winona State College, Route 1
Minnesota City, MN 55959

Mr. John R. Faust
Instructional Systems Specialist
New England Resource Center for
Occupational Education
55 Chapel Street
Newton, MA 02160

Mr. Sheldon Fisher
Program Specialist
Division of Manpower Development
and Training
7th and "D" Streets, S.W.
Washington, DC 20202

Mr. David C. Goldstein
Assistant Director
Career Development Programs
District of Columbia Public
Schools
415-12th Street, N.W.
Washington, DC 20004

Mr. McClelland M. Gray
Assistant Supervisor
T&I Education
State Department of Education
Richmond, VA 23216

Mr. L. A. Grimes, Jr.
Instructional Materials
Specialist
The University of TX at Austin
Division of Extension
Austin, TX 78712

Mr. Orville C. Haan
Technical Resource Specialist
Hennepin Vocational Centers
1820 North Xenium Lane
Minneapolis, MN 55441

Dr. Bessie Hackett
Coordinator of Home Economics
Illinois State University
Turner Hall
Normal, IL 61761

Dr. Harold H. Halfin
Director of Graduate
Major-Vocational Education
Director, Center Vocational,
Technical and Adult Education
University of Wisconsin - Stout
Menomonie, WI 54751

Dr. B. D. Hayes, Head
Dept. of Industrial Sciences
Colorado State University
Fort Collins, CO 80521

Mr. Tom L. Hinds, Consultant
T&I Instructional Materials Lab
Ohio State University
1885 Neil Avenue
Columbus, OH 43210

Mrs. Carol Jabonaski, Associate
Bureau of Home Economics Educa.
99 Washington Ave., Room 1621
Albany, NY 12210

Dr. Alan A. Kahler
Assistant Professor
of Agricultural Education
Iowa State University
223 Curtiss Hall
Ames, IA 50012

Mrs. Linda A. Keilholtz
Supervisor
Career Education and Business
and Office Education
Ohio State Dept. of Education
65 South Front Street
Columbus, OH 43215

Mr. Jerry C. Keiser
Coordinator
Career Education and Guidance
Indiana State Department of
Public Instruction
Room 1012, State Office Bldg.
Indianapolis, IN 46204

Dr. Thomas G. King
Professor of Industrial Educa.
Rhode Island College
600 Mt. Pleasant Avenue
Providence, RI 02908

Mr. Joseph P. Kisko
Teacher Educator
RCU Coordinator
Vermont Dept. of Education
Vocational-Technical Education
State Office Building
Montpelier, VT 05602

Mr. Roland J. Krogstad
Vocational Education Consultant
Research and Development
Wisconsin Board of Vocational-
Technical Adult Education
137 East Wilson Street
Madison, WI 53703

Mr. Donald Lindahl, Dean
Occupational Education
Community College of Denver
1209 Quail
Denver, CO 80215

Mrs. Ouida V. Maedel
Supervising Director of
Vocational Education Curriculum
Dist. of Columbia Public Schools
415 Twelfth Street, N.W.
Washington, DC 20004

Mr. Paul Manchak
Division of Education
Professions Development
U.S. Office of Education
Washington, DC 20202

Mr. Santo P. Marzullo, Chairman
Vocational Education Component
Washington Tech. Institute
4100 Connecticut Avenue, N.W.
Washington, DC 20008

Mr. Joseph J. Méssier
Associate in Voc. Curriculum
State Education Department
State Education Building
Albany, NY 12224

Mr. Keith D. McCall, Supervisor
Manpower Development & Training
105 Loudon Road
Concord, NH 03301

Mr. John P. C. McCarthy
Education Program Specialist
U.S. Office of Education
7th and "D" Streets, S.W.
Washington, DC 20202

Mr. John Edward McNamara
Program Officer-Manpower
Development & Program Div.
U.S. Office of Education
Washington, DC 20202

Mr. Foster B. Miles, Jr.
Assistant State Supervisor of
Business Education
Virginia State Dept. of Educa.
8th and Broad
Richmond, VA 23216

Mrs. Gloria Modesto
Curriculum Coordinator
RCU, Voc.-Tech. Education
Department of Education
Cesar Gonzalez & Calaf Streets
Hato Rey, PR 00919

Sister Eileen Moran
Catholic University
Curriculum Development Center
1215 Quincy Street, N.E.
Washington, DC 20202

Mr. Ralph D. O'Brien
Curriculum Specialist
Industrial-Technical Educa.
University of Kentucky
Curriculum Development Center
549 Grantchester Road
Lexington, KY 40505

Mr. Frederick S. Okula
Consultant T&I
State Department of Education
State Office Building
R 343, P.O. Box 2219
Hartford, CT 06115

Dr. LeVene A. Olson
Assistant Professor
Vocational Technical Education
Marshall University
111 Lab School
Huntington, WV 25701

Dr. S. Douglas Patterson
Assistant Professor of
Voc.-Tech. Education
Virginia Polytechnic Institute
2125 Derring Hall
Blacksburg, VA 24061

Miss Pilar Peñalver
Coordinator
Educational Component
Model City Program
Dept. of Education, Office 527
Hato Rey, PR 00918

Mrs. Nancy M. Pinson
Specialist in Pre-Voc. Ed.
and Career Development
Maryland State Dept. of Education
Box 8717, Friendship
International Airport
Baltimore, MD 21240

Mrs. Manuela Pizarro-Sevilla
Director
San Juan Curriculum Center
Jose Oliver Avenue
Hato Rey, PR 00918

Ms. Marian W. Potter
Career Program Manager
Division of Occupational
Education Instruction
New York State Education Dept.
99 Washington Avenue
Albany, NY 12210

Mr. Albert Ragster, Sr.
State Supervisor
T&I Education
State Department - U.S.V.I.
P.O. Box 630
Department of Education
St. Thomas, VI 00301

Mr. Robert R. Reeder
Superintendent
Director, Regional Vocational-
Technical School
Greater Lowell
132 Thissell, Apt. 117
Dracut, MA 01826

Mr. William E. Reynolds
Coordinator
Professional and Curriculum
Development Unit
Division of Voc-Ed Illinois
1035 Outer Park Drive
Springfield, IL 62706

Dr. John A. Roeder, Professor
Vocational Technical Education
State Univ. College at Buffalo
1300 Elmwood Avenue
Buffalo, NY 14222

Mr. Roger D. Roediger, Director
Career Education in Ag.
Curriculum Project
Ohio State University
Room 250 Ag. Adm. Bldg.
2120 Fyffe Road
Columbus, OH 43210

Dr. B. John Ross, Supervisor
Occupational Education
New York State Educa. Dept.
99 Washington Avenue
Albany, NY 12210

Mr. Vincent J. Russomagno
Assistant Director
New Jersey State Dept. of Ed.
Division of Vocational Education
Manpower Dev. and Training
225 West State Street
Trenton, NJ 08625

Mr. Roger Sathre, Supervisor
Special Needs
State Board for Voc. Education
518 Front Street
Boise, ID 83702

Ms. Helen Scheve, Consultant
Home Economics Education
Wisconsin Board of Vocational
Technical & Adult Education
137 East Wilson Street
Madison, WI 53703

Mr. Elmer L. Schick
U.S. Office of Education
Region V
Education Program Officer
300 South Wacker Drive
Chicago, IL 60606

Mr. Charles Schickner
Curriculum Materials Specialist
Illinois Regional Curriculum
Management Center
1035 Outer Park Drive
Springfield, IL 62706

Mrs. Chrystine R. Shack
Specialist, Post-Secondary
Programs
Michigan State Dept. of Ed.
Vocational Education and
Career Development
P.O. Box 328
Lansing, MI 48904

Mr. Marshall O. Tetterton
Assistant State Supervisor of
Industrial Arts
State Department of Education
8th and Broad Street
Richmond, VA 23216

Mr. Joe Tokash, Consultant
Construction Curriculum Project
Texas Education Agency
201 East Eleventh Street
Austin, TX 78701

Dr. Virginia Trowbridge
Chairman
Basic Studies Component
Washington Technical Institute
4100 Conn. Avenue, N.W.
Washington, DC 20008

Mr. James A. Urness
Consultant-Office & Dist. Ed.
Wisconsin Board of Voc. Ed.
137 E. Wilson Street
Madison, WI 53703

Miss Mercedes I. Vercher
Assistant Director
Vocational & Technical Educa.
Cesar Gonzalez & Calaf
Hato Rey, PR 00919

Mr. Richard Vorndran
Greater Division of McGraw-Hill
1221 Avenue of the Americas
New York, NY 10020

Mr. William J. Waddleton
Supervisor
Massachusetts Dept. of Educa.
182 Tremont
Boston, MA 02111

Ms. Elizabeth Wampler, Consultant
Guidance & Counseling Services
Indiana State Department of
Public Instruction
Room 108, State Office Bldg.
Indianapolis, IN 46204

Mr. F. LeRoy Walser, Chief
Technical Assistance and
Training
U.S. Office of Education
Room 5640H-ROB #3
7th and "D" Streets, S.W.
Washington, DC 20202

Mr. Emanuel Weinstein
U.S. Department of Labor
605 Kenbrook
Silver Spring, MD 20907

Mr. James H. Wykle
Education Program Specialist
Business & Office Occupations
U.S. Office of Education
7th and "D" Streets, S.W.
Washington, DC 20202

Mr. Clifford H. Zenor
Vocational Ed. Consultant
Curriculum Center for
Improvement of Learning
and Instruction
University of Wisconsin - Stout
Menomonie, WI 54751

AUBURN, ALABAMA INSTITUTE
FOR CURRICULUM PERSONNEL DEVELOPMENT

February 5-9, 1973

PARTICIPANTS

Mr. Michael J. Ahern, III
University of Tennessee
Research Coordinating Unit
7809 Chesterfield Dr., N.W.
Knoxville, TN 37919

Mr. Lynn G. Bevins, Director
Curriculum Development
Vocational Curriculum Lab.
P.O. Box 1114
Murfreesboro, TN 37130

Mr. Joe E. Amos
Curr. Spec. - Cooperative Ed.
Oklahoma State Dept. of Voc.-
Technical Education
1515 West 6th Street
Stillwater, OK 74074

Mr. Everett Bradley
Sanford City Schools
Rt. 9
Arlington Circle
Sanford City, NC 27332

Mr. Garfield A. Anderson
Auburn University
558 E. University
Auburn, AL 36830

Miss Katharine F. Brown
Consultant, Business and
Office Education
State Department of Public
Instruction
573 Education Building
Raleigh, NC 27602

Mr. Louis H. Anderson, Jr.
Program Specialist
Manpower Dev. & Training
U.S. Department of Health,
Education and Welfare
7th and "D" Streets, S.W.
Washington, DC 20202

Dr. Irene Clements
Assistant Coordinator
Curriculum and Instructional
Materials Center
1515 West 6th Street
Stillwater, OK 74074

Mr. Joseph R. Barkley
Career Education Specialist
Florida State University
415 N. Monroe, Room 204
Tallahassee, FL 32301

Mr. Jesse S. Clemmons
Assistant Director
Occupational Research Unit
State Department of Public
Education
Room 506, Education Building
Raleigh, NC 27602

Ms. V. Divine Bauer
State Supervisor-Health Occ. Ed.
State Department of Education
825 State Office Building
Montgomery, AL 56104

Mr. Robert H. Cockle
Superintendent of Schools
Watertown Public Schools
474 S. Lake Drive
Watertown, SD 57201

Dr. Gary F. Beasley
Curr. Coordinator for Ag. Educa.
Mississippi State University
P.O. Drawer DX
Mississippi State, MS 39762

Mr. Fred P. Colburn
Assistant State Supervisor of
T&I Education
State Department of Education
531 - 13th Street, S.W.
Fayette, AL 35555

Mr. Harley R. Collinsworth
Voc. Curriculum Coordinator
Beggs Educational Center
600 West Strong Street
Pensacola, FL 32502

Miss Evelyn Cotney
State Supervisor
Home Economics Education
Alabama State Dept. of Educa.
Room 805, State Office Bldg.
Montgomery, AL 36104

Dr. J. F. Crittenden, Director
Curriculum Development for
Career Education
University of Florida
4821 N. W. 16th Place
Gainesville, FL 32601

Mr. W. L. Davis
Auburn University
105 Cary Drive
Auburn, AL 36830

Dr. John E. Deloney
Project Director - Career Ed.
State Department of Education
State Office Building
Montgomery, AL 36104

Dr. John W. Devine
Professor and Chairman
Department of Business Educa.
Murray State University
1714 West Main Street
Murray, KY 42071

Ms. Jackie Diener
750 Sherwood Drive
Auburn, AL 36830

Mr. J. Murl Dunahoo
Curriculum Specialist
Coordinated Vocational Academic
Education Department
East Texas State University
2812 Washington
Commerce, TX 75428

Dr. Kenneth Eaddy, Administrator
Vocational Research/Evaluation
Florida State Dept. of Education
Room 258, Knott Building
Tallahassee, FL 32304

Mr. Grady L. Elmore
Assistant State Supervisor
Instructional Materials
University of Alabama
P.O. Box 2847
University, AL 35486

Mr. Wendell L. Ford
Industrial Coordinator
Somerset Vocational School
College Street
Somerset, KY 42501

Ms. Linda R. Glosson
Acting Director
Home Economics Instructional
Materials Center
Box 4067
Texas Tech University
Lubbock, TX 79409

Mr. Alvin H. Halcomb, Jr.
Curriculum and Instructional
Materials Specialist
State Department of Education
1027 E. Samford Avenue
Auburn, AL 36830

Mr. Norman T. Halls
School-Industry Coordinator
Coordinator Project Career
Springfield School Department
195 State Street
Springfield, MA 01103

Ms. Elizabeth B. Hannum
Career Education Lab.
2905 Brandemere Dr.
Tallahassee, FL 32303

Dr. Durwin M. Hanson
Professor and Head
Dept. of Industrial and
Technical Education
North Carolina State Univ.
Room 502, POE Hall
Raleigh, NC 27607

Mr. Paul M. Harris, Director
Curriculum Career Education
Dallas Industrial School Dist.
7777 Forney Road
Dallas, TX 75224

Dr. Thomas A. Hephner
Assistant Professor
The University of Georgia
Division of Voc. Education
603 Aderhold Hall
Athens, GA 30601

Mr. Amon Herd, Director
Instructional Materials Lab.
University of Missouri - Columbia
8 Industrial Education
Columbia, MO 65201

Mr. Keith Herring
Curriculum Coordinator
Cooperative Vocational Ed.
Mississippi State University
P.O. Box Drawer DX
State College, MS 39762

Dr. Roy S. Hinrichs
Curriculum Coordinator in
Industrial Arts
Mississippi State University
State College, MS 39762

Mr. Bruce M. Hinton, Director
Vocational Education
Knox County Schools
400 W. Hill Avenue
Knoxville, TN 37902

Mrs. Louie E. Kemp
Curriculum Coordinator
Home Economics
Mississippi State University
P.O. Drawer DX
Mississippi State, MS 39762

Mr. James Kendrick
Curriculum Specialist
State Technical Institute
Montgomery, AL 36104

Ms. Karen King
Program Specialist - Home Ec. Ed.
West Virginia Dept. of Educa.
1900 Washington St. E. Bldg.
6 Room B-221
Charleston, WV 25305

Mr. Bill E. Lovelace
Educational Program Director
Texas Education Agency
201 East Eleventh Street
Austin, TX 78701

Mr. William Lundell
Senior Coordinator
Vocational-Technical Education
Minneapolis Public Schools
807 N. E. Broadway
Minneapolis, MN 55413

Dr. Floyd L. McKinney, Director
Program Supporting Services Div.
Kentucky Bureau of Voc. Ed.
Frankfort, KY 40601

Dr. Robert J. Mercer
Curriculum Materials Specialist
Clemson University
109 Freeman Hall
Clemson, SC 29631

Mr. John O. Miller
Assistant Director
Orange County Career Development
Program
100 East Kennedy Avenue
Eatonville, KY 32751

Mr. Gregory G. Morrison
Consultant
South Carolina State Department
of Education
Room 202 - Rutledge Building
Columbia, SC 29201

Ms. Jean Y. Mullen, Consultant
Home Economics Education
State Department of Public
Instruction
Education Building
Raleigh, NC 27602

Mr. Douglas C. Necessary
Curriculum Specialist
Brevard County K-14
Career Education Project
Cocoa High School
2000 Rosetine Street
Cocoa, FL 32922

Mr. Howard L. Newby
Curriculum Coordinator
T & I Education
Mississippi State University
P.O. Drawer DX
Mississippi State, MS 39762

Mrs. Hattie M. Odom
Alexander Graham Bell Jr. High
Roberson Street
Fayetteville, NC 28303

~~Mr.~~ Foy Page, Coordinator
Voc. Instructional Services
Texas A & M University
F.E. Box 182
College Station, TX 77843

Dr. James E. Patton
Asst. Prof. & Curriculum
Coordinator
Distributive Education
Mississippi State University
2713 Red Bud Drive
Starkville, MS 39759

Dr. Wayman R. Penner
Curriculum Specialist, T & I
Oklahoma State Dept. Voc.-Tech.
1515 West Sixth
Stillwater, OK 74074

Mr. John F. Perry, Jr.
Curriculum Coordinator
Business and Office
Mississippi State University
P.O. Box Drawer DX
Mississippi State, MS 39762

Mr. Robert L. Ploeg
Career Specialist
Brevard County K-14
Career Education Project
Cocoa High School
Cocoa, FL 32922

Ms. Nancy L. Raynor
Chief Consultant
Health Occupations
Department of Public Instruction
Education Bldg. - Room 554
Raleigh, NC 27603

Mr. James A. Richardson
Educational Consultant
North Carolina State Department
of Community Colleges
Room 460 Education Building
Raleigh, NC 27602

Mrs. Anacile Riggs
State Supervisor
Distributive Education
State Department of Alabama
Room 811, State Office Bldg.
Montgomery, AL 36104

Dr. Robert A. Ristau
Associate Director
University of Wisconsin -
Madison
730 Warf Building
610 Walnut Street
Madison, WI 53706

Mr. Horace C. Robertson
Consultant for Distributive Ed.
North Carolina State Department
of Public Instruction
Room 526, Education Building
Raleigh, NC 27602

Ms. Frances Rudd
Supervisor of Home Ec. Ed.
Department of Education
Arch Ford Education Building
Little Rock, AR 72201

Dr. David E. Sawyer
State Supervisor
Vocational Research and
Evaluation
Alabama State Dept. of Ed.
Room 800, State Office Bldg.
Montgomery, AL 36104

Mr. C. Paul Scott, Director
Research Coordinating Unit
State Department of Education
302 State Office Building
Atlanta, GA 30334

Mr. James H. Shepard
Coordinator of Vocational
Instructional Programs
State Department of Education
Arch Ford Education Building
Little Rock, AR 72201

Mr. Bronelle Skaggs
Coordinator of Reimbursed Prgms.
Mayo State Vocational School
Paintsville, KY 41240

Ms. Margaret E. Spann
Curriculum Specialist
Curriculum and Instructional
Materials Center
State Dept. of Vocational
and Technical Education
1515 West Sixth Avenue
Stillwater, OK 74074

Mr. Robert E. Spillman
Assistant Director
University of Kentucky
151 Taylor Building
Lexington, KY 40506

Miss Joan M. Stoddard
Health Occupation Specialist
Oregon State Dept. of Educa.
942 Lancaster Drive, N.E.
Salem, OR 97310

Ms. Ruth Stovall
Branch Director
Program Services Branch
State Department of Education
Montgomery, AL 36104

Mr. Carl V. Tart
Chief Consultant
Agricultural Education
North Carolina Department of
Public Instruction
Raleigh, NC 27602

Dr. Maurice G. Thomas
Associate Professor
Colorado State University
202A, Industrial Building
Fort Collins, CO 80521

Mr. Leonard H. Timmerman
Director
Lake Area Voc.-Tech. School
230 - 11th Street, N.E.
Watertown, SD 57201

Ms. Vera P. Tisdale
Teacher-Educator
University of Alabama
P.O. Box 795
University, AL 35486

Mr. Richard E. Vrooman
Curriculum Specialist
Oklahoma State Department
Vocational & Technical Educa.
1515 W. 6th Street
Stillwater, OK 74074

Ms. Betty P. Watkins
Home Economics Materials
Specialist
Clemson University
109 Freeman Hall
Clemson, SC 20631

Mrs. Sandra Yelverton
Acting State Supervisor of
Business and Office Education
Alabama State Department
State Office Building
Room 819
Montgomery, AL 36104

Mr. Oswald Weise, Supervisor
Vocational Orientation Programs
Department of Education
Arch Ford Education Center
Little Rock, AR 72201

Ms. Barbara Jean Wilkie
Area State Supervisor
Curriculum Specialist
Distributive Education
State Department of Education
1219 W. University Avenue
Gainesville, FL 32601

Mr. Gordon E. Williams
Vocational Program Supervisor
State Department of Education
550 Cedar Street
St. Paul, MN 55101

Mr. Thomas E. Williams
Assistant Director for
Vocational Programs
North Carolina Department of
Community Colleges
Education Building
Room 456
Raleigh, NC 27602

Mr. Ed. L. Word
Associate Director
Secondary Vocational Program
Georgia Department of Education
State Department of Education
Atlanta, GA 30334

Mr. Hubert E. Worthy
State Department of Education
1915 Nordan Lane
Montgomery, AL 36104