

CREDENTIALS
COMMITTEE RULES

OF THE

1945 National
Aviation Clinic

November 19, 20 and 21, 1945

Monday - Tuesday - Wednesday

At

OKLAHOMA CITY



Duties of the Credentials Committee

POLICIES AND RULES
GOVERNING THE SELECTION
Of
DELEGATES (Voting)
CONSULTANTS

and

OBSERVERS
AND THEIR PRIVILEGES



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For the third successive year the NATIONAL AVIATION CLINIC will provide the medium through which all classifications of the aviation industry and its related public interests may come together to discuss the various problems and needs incident to progress within the industry and to agree upon major objectives which will assist in bringing about that progress.

In this early transition period from war to peace, matters of more than usual seriousness and complexity confront all sections of the industry and affect the public which it serves. This third meeting will necessarily be devoted in a large measure to the examination of these matters and to efforts attempting their solution. The National Aviation Clinic is the nation-wide meeting where all interests of the industry and the public meet in open forum dealing with their inter-related business.

The single ultimate objective of the leaders of these Clinics has been to arrange a program and a method of discussion and finalization which shall be of the greatest benefit to all interests and which deals most fairly with all. Their concern in attaining this objective is even greater, if possible, this year in view of conditions which exist. In line with procedures used in the 1944 Clinic, which were most successful and met with wide approval, the organization of interests by classifications with officially appointed delegates representing each will be followed. A balanced representation, geographical and otherwise, will be maintained by reserving voting powers to these delegates. Their numbers and method of selection are arranged with a view to full representation of all interests.

Limitations of time in a widely comprehensive, fast-moving program require that discussion be reserved to Delegates and Consultants, but with the provision that any individual or group may present their views upon the floor through Delegates representing their classification of interest, or to the Resolutions Committee for appropriate action by that group.

To these ends certain policies and rules have been established by the Executive Committee of the Clinic. The Credentials Committee is charged with responsibility for carrying out those which have to do with representation and privileges. They are essentially the same as those used in the 1944 National Aviation Clinic with only slight adaptation to provide improvement based upon previous experience.

The policies and rules are set forth herein.

THE CLINIC EXECUTIVE COMMITTEE

Duties of the Credentials Committee

1. Personnel of the Credentials Committee shall be representative of the various classifications of interests within the aviation industry and its related public interests as per the attached schedule.
2. This committee shall be responsible for the selection, by it and by representative organizations, of Delegates (voting) and Consultants. In making or securing these selections it shall operate in accordance with the policies and rules established for its direction by the Executive Committee. It shall exercise care in the selection of Delegates (voting) in particular, to the end that all interests have fair and equitable representation, both geographical and otherwise.
3. During the period of the Aviation Clinic and the registration thereat, the Committee shall have personnel at each registration desk at all times to handle questions of representation and classification which may arise.
4. The Committee shall determine a date prior to the opening of the Clinic when the selection of Delegates (voting) through organized groups may be ended, in order that the Committee may have sufficient time to fill places where there is evidence they will not be filled through organization selection. After that date the Committee may fill these places with Delegates of its own selection representative of the classification in which the vacancy occurs.
5. The Committee shall also determine a time during the Clinic when seats of selected Delegates not yet registered may be voided and their places filled by the Committee from Consultants already registered and representative of the classification in which the vacancy occurs. (This provision is to insure that Delegates (voting) shall have been present through a majority of Clinic sessions and shall have the background of Clinic proceedings prior to voting upon matters officially presented.)
6. Each Clinic registrant shall be furnished by the Credentials Committee a complete list of Delegates (voting) and the classification which each represents.

POLICIES AND RULES GOVERNING SELECTION OF DELEGATES (Voting), CONSULTANTS, AND OBSERVERS AND THEIR PRIVILEGES

The following policies and rules are established by the Executive Committee of the Clinic for the guidance and the direction of the Credentials Committee in the selection of Delegates (voting), Consultants, and Observers, and to establish the scope of action vested in these groups.

Delegates (Voting)

1. To preserve a proper balance, geographical and otherwise, in passing upon matters presented to

the Clinic for official action, the Executive Committee has provided for a limited number of Delegates (voting), with equitable representation of the various classifications within the aviation industry and its related public interests. Voting powers are vested in Delegates only.

2. Delegates (voting) shall be seated upon the floor of the sessions chamber. They shall be privileged to participate in all discussions at Clinic sessions, presenting the views of the classification which they represent, their personal views, and the views of Observers (hereinafter identified) where so requested.
3. All Delegates (voting) shall, so far as possible, be selected from executives in top brackets; shall have a background of experience in the interests of their respective classifications; and shall be those recognized as qualified to represent their particular classification. As a group they should be representative of a cross-section of the classification, with attention to their geographical distribution as well as to other qualifications.

As a requirement to the acceptance of a Delegate's commission, the one to whom it is offered shall (1) give assurance that he expects to be in attendance throughout the entire Clinic; and (2) must maintain a reasonably consistent attendance at all sessions.

4. The total number of Delegates (voting) is established at ninety-eight (98), with seven (7) of these to be selected as representing each of the fourteen classifications established herein; providing, that the total number of delegates may be changed by action of the Executive Committee; and providing further, that any change so made shall be distributed proportionately among the fourteen classifications.
5. Delegates shall be selected as follows:
 - a—organizations which have been determined by the Executive Committee to be representative in their particular classifications shall be requested by the Credentials Committee to assist in the selection of official delegates; the number to be selected by each to be proportionate to the organization's representation of its classification, as determined by the Executive Committee.
 - b—where organized groups do not fully represent a particular classification, the Credentials Committee shall select the remaining number of delegates assigned to the classification, and shall make selections from those representative of the classification outside of the organized groups named.
6. It is to be understood that a Delegate selected by any organization represents the classification of interest into which he is placed rather than representing the selecting organization. The selecting organization is not to be considered bound by or committed to decisions or recommendations of the Clinic in which the Delegate participates.
7. If the full number of delegate assignments allocated to an organization have not been filled and

the Credentials Committee notified of the delegates' acceptance of this commission by a date in advance of the Clinic to be determined by the Credentials Committee, unfilled assignments shall revert to the control of the Credentials Committee and it shall select delegates to fill those places.

8. If selected delegates do not register in at the Clinic prior to a deadline to be established by the Credentials Committee, that Committee may declare such places unfilled and shall fill them with delegates of its own selection from Consultants already registered and representative of the proper classification.
9. No delegate, whether selected by an organization or by the Credentials Committee, may assign to another person the delegate commission offered him. All delegate commissions offered but not accepted shall revert to the control of the group offering it.
10. With the opening of the Clinic, the Credentials Committee shall make available to all registrants the names of those representing each classification, so that each registrant may have information as to the person representing all the various interests.
11. Throughout the period of the Clinic and the registration therefor, the Credentials Committee shall maintain personnel at each registration desk to handle questions of representation which may arise. This personnel should be acquainted with the policies, rules and procedure by which Delegates and Consultants have been selected. If any questions or complaints regarding such matters are received, they shall, where necessary, pass the information on to the secretary of the Credentials Committee for appropriate action by that Committee.
12. Any person in attendance at Clinic sessions who does not have discussion privileges (identified further along herein as "Observers") may request any Delegate or Consultant to present questions or statements in his behalf. All Clinic registrants, regardless of official status, are entitled to present their views, preferably in written form, to the Resolutions Committee for such action as that Committee may deem appropriate.
13. The Executive Committee has determined the classifications to have representation through Delegates, the total number to represent each classification, the organizations to be invited to select Delegates, and the number to be selected as Delegates by each organization and by the Credentials Committee, to be as shown in the accompanying schedule (page 8).

Consultants

1. Consultants are to be selected as generally representative of the aviation industry and its related public interests, but upon a more liberal

basis than that governing the selection of Delegates (voting).

They shall have a direct or a well-defined indirect connection with the aviation industry or its related interests which come within one of the established classifications. Their connection within the classification must be of sufficient importance to warrant their selection as a Consultant qualified to take part in discussions with a background of knowledge and experience.

2. The total number of Consultants need not be limited except to the capacity of the sessions chamber after provision for Delegates (voting) and in line generally with the qualifications listed, and without any definite proportion among classifications of interests.
3. Consultants are entitled to a seat upon the floor of the sessions chamber, within the limitations of space therein. They may take part in all discussions at the sessions of the Clinic. Seats of Delegates (voting) to be filled by reason of absence or otherwise are to be filled by a person or persons having the status of Consultant. Consultants do not have voting privileges.
4. Invitations to serve as Consultants shall be issued directly by the Credentials Committee without reference to selection by trade or other organizations.

Observers

1. All persons in attendance at the Clinic not having the status of Delegates, Consultants, Clinic Officials, or members of some special group such as the Press, are considered to be Observers.
2. Observers shall be given every opportunity to contribute to and gain from the Clinic, except the direct privileges of voting and of the floor. To preserve the balance in representation, geographically and otherwise, of the many interests of aviation in arriving at Clinic commitments and recommendations, the Executive Committee has necessarily provided that voting shall be left to Delegates. To facilitate a heavy, fast-moving program schedule, discussion is reserved to Delegates and Consultants; but through contact with any Delegate or Consultant or by written memorandum to a Presiding Officer, any Observer's problem or helpful suggestion will receive attention. Provision shall be made to facilitate such contacts.
3. Observers, Delegates, Consultants, Clinic Officials—all Clinic registrants—have equal opportunity to present, singly or in groups, to the Resolutions Committee any matter which they wish to bring to attention for consideration and official action by the Clinic.

Federal Representatives

Heads of Departments of the Federal Government having direction or control of the various phases of aviation will be guests of the Clinic and will have the same floor privileges as Consultants.

<u>Classification</u>	<u>Organization to Select Delegates (Voting)</u>	<u>Number of Delegates To Be Selected</u>		<u>Classification</u>	<u>Organization to Select Delegates (Voting)</u>	<u>Number of Delegates To Be Selected</u>	
Aircraft Manufacturers	Aircraft Industries Association of America	5		Engine Manufacturers	Aircraft Industries Association of America	5	
	Credentials Committee	2	7		Credentials Committee	2	7
Airlines	Air Transport Association		7				
Airline Applicants	Feeder Airlines Association	2		Municipal Officials	U. S. Conference of Mayors	3	
	Credentials Committee	5	7		American Municipal Association	2	
Airport Executives	American Association of Airport Executives	3			Credentials Committee	2	7
	Credentials Committee	4	7	Private Flyers and Aircraft Owners	Aircraft Owners and Pilots Ass'n	2	
Allied Aviation Interests (Insurance, fuels, etc.)	Credentials Committee	7	7		Credentials Committee	5	7
Aviation Accessories	Aviation Distributors and Manufacturers Association	3		Public and Civic Interests (not otherwise classified)	National Aeronautic Association	3	
	Credentials Committee	4	7		Women's Nat'l Aeronautic Ass'n	1	
Aviation Education	American Ass'n of School Administrators	2			National Association of Commercial Organization Secretaries (Chambers of Commerce, Trade Organization, etc.)	2	
	Credentials Committee	5	7		Credentials Committee	1	7
Aviation Press	Aviation Writers Association	3		State Aviation Officials	National Association of State Aviation Officials	3	
	Credentials Committee	4	7		The Council of State Governments	2	
Aviation Schools and Fixed Base Operators	National Aviation Trades Association	4			Credentials Committee	2	7
	Credentials Committee	3	7				
				TOTAL DELEGATES (Voting)			98