

Indiana Young Farmers Handbook

Department of Agriculture

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A HANDBOOK
FOR
YOUNG FARMER CHAPTERS
IN
INDIANA

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FOREWORD

This Handbook is designed for the use of Young Farmer Chapter officers, Young Farmer Chapter members vocational agriculture teachers, and school officials of the young farmer program. It offers suggestions for developing and improving local young farmer programs. Our hope is that using this Handbook that there will develop a closer understanding of the aim and purpose of the Young Farmer organization.

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INTRODUCTION

One of the important responsibilities of teachers of vocational agriculture is conducting young farmer classes as a part of the total program in vocational agriculture. As school reorganization progresses further in the state, the opportunity for the expansion of this important phase of vocational agriculture will increase. This opportunity will grow in part from the larger school patronage areas with their greater potential enrollment in the classes and from a greater flexibility in the larger schools in the scheduling of teacher time.

The instruction of young farmers in the community, to be most effective, must be based upon the needs of the young men in their environment. Two of the primary needs of young farmers are to become successfully established in farming and to be able to function as effective members of social and business groups. Young farmer instruction in vocational agriculture is designed to help meet both of these needs of the young farmers. The Young Farmer Chapter, as described in this publication, will contribute to both of these primary needs of the young farmers who participate in it although it probably contribute more directly to the fulfillment of the second need that involves social and business group training.

Mr. E. P. Christmas, Graduate Assistant in Agricultural Education at Purdue University, as a student in Education 642, planned and developed part of the content of this publication. Mr. Morris L. Norfleet, an instructor in Agricultural Education, at Purdue University, has helped revise and add to the manuscript. The publication as it is now organized should be helpful to all teachers of vocational agriculture as well as informative and of interest to school administrators and others who may have a professional or participating interest in young farmer programs.

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GENERAL DESCRIPTION

What is it?

The local Young Farmer Chapter is an organization of young men enrolled in Young Farmer Programs in vocational agriculture. It serves this group in a manner similar to the way the Future Farmers of America supplements the instructional program of vocational agriculture for high school students.

The Young Farmer Chapter enriches the program of instruction by encouraging young farmers to use improved practices in agriculture. It also provides an opportunity for members to participate in a program including leadership, cooperation, community improvement, social and recreational activities.

The Young Farmer Chapter should be organized to serve as a means of assisting young farmers to better understand their problems to acquire the needed farm information and experiences that will help them to keep in step with the rapid developments in agriculture. It is a program based upon the needs of young farmers and is concerned with helping them to become soundly established in farming and as leaders in their communities.

Who is to be served by the Young Farmer Chapter?

Membership in the Young Farmer Chapter is open to anyone between the ages of 16 and 30 who is out of school and regularly enrolled in a Young Farmer Program in vocational agriculture taught by the teacher of vocational agriculture.

Other characteristics which are common to Young Farmer membership are:

1. They are engaged in becoming established in the business of farming or other agricultural business closely related to farming.
2. They have interests and problems different from high school boys or older adult farmers.
3. They have interests and desires which make an activity program appeal to them more than to adult farmers, yet they are mature enough that instruction in agriculture is of more serious and vital concern to them than it is to most high school boys.
4. Most young farmers have distinct concerns about marriage. They are in the process of selecting a life's companion and are faced with the problem of establishing a home of their own.

Why is the Young Farmer Chapter needed?

The Young Farmer Chapter is the "in-between" organization that provides continuous educational experience in agriculture from vocational agriculture in high school to adult farmer classes. Without organized programs for young farmers, there would be a serious break in the education of young men in agriculture at perhaps the most critical time in their farming career. The programs of the Young Farmer Chapter are effective means of offering young men valuable assistance in this critical period of becoming established in the business of farming or other businesses closely related to farming.

In the average farm organization, such as the Grange, Farm Bureau, or the Farmers Union, older men tend to fill the roles in leadership and policy making. Because of this fact, a Young Farmer Chapter bridges the gap between the FFA and these adult farm organizations. In the FFA program, a

considerable amount of time and effort has been spent in developing leadership. Public speaking, parliamentary procedure, and leadership training schools are a few examples of leadership development activities of the Indiana FFA. If, at the completion of high school and FFA work, a young man has no opportunity to put into practice these leadership abilities for the advancement of agriculture, then many of these abilities will not be used to their greatest extent. A Young Farmer Chapter offers the future farmer an opportunity to put into practice and improve all the leadership abilities he has learned plus the development of new abilities.

PURPOSES OF THE LOCAL YOUNG FARMER CHAPTER

1. To interest and aid out-of-school farm youth in becoming established in farming or closely related agricultural business through a program of organized instruction.
2. To develop a greater appreciation of the opportunities in farming and rural living.
3. To develop an understanding of the ways to secure and utilize the services available to farmers in improving their economic status and social and family relations.
4. To cooperate with all agencies and organizations whose objectives are the improvement of the economic, education, and social conditions of rural living,
5. To further develop the leadership abilities needed to participate in desirable activities of rural living.
6. To provide wholesome social and recreational activities for the entire young farmer family,
7. To plan and render worthwhile community services.
8. To develop group identity which aids in public relations and in promoting the activities of the group.
9. The Young Farmer Chapter members assist the teacher by performing many duties such as securing membership, maintaining attendance, opening and closing meetings, planning courses of study, planning field trips, etc.

THE ROLE OF THE TEACHER IN WORKING WITH THE YOUNG FARMER CHAPTER

1. Look upon the Young Farmer Chapter as an organization of, by, and for, young farmers.
2. The teacher should serve as adviser; he is responsible for seeing that the young farmers and the chapter activities bring credit to the school.
3. The teacher of agriculture must play two roles:
 - a. He oversees giving systematic instruction.
 - b. He is the adviser of the Young Farmer Chapter.
4. The teacher should solicit the assistance of Young Farmer Chapter members; however, he is the leader in giving systematic instruction.
5. The teacher should develop young farmers for leadership roles in Young Farmer Chapter activities.
6. Teachers should discipline themselves to remain in the background for advising.
7. The success or failure depends largely upon the teacher's ability to accept the two roles (adviser and teacher).
8. Careful supervision should be given by the teacher to the development of farming programs of the young farmers. Guidance given to the young farmer by the Vo-Ag teacher in becoming established in farming is essential to the total young farmer program.

ORGANIZING THE LOCAL YOUNG FARMER CHAPTER

Careful planning is necessary before organizing a Young Farmer Chapter. The success of the organization depends upon capable leadership and a well-rounded program based upon the interests and problems of young farmers. Factors which may influence the success of a Young Farmer Chapter:

- A. Interested and enthusiastic members.
- B. A highly capable set of officers.
- C. Officers in charge of the teacher serving in an advisory capacity.
- D. Outstanding leadership exercised by the adviser.
- E. Chapter operated on self-government basis.
- F. Each member serves on a committee according to his interests and special abilities.
- G. Challenging annual program of work planned around local needs with a member or a committee responsible for each activity.
- H. Well planned educational programs held at regular intervals.
- I. A variety of programs to include field trips, demonstrations, shop work, as well as class instruction.
- J. Meeting notices out on time -program well publicized; superior program of public relations.
- K. Activities planned well in advance of date scheduled.
- L. Social and recreational activities are held periodically throughout the year.
- M. Wives or girlfriends invited to appropriate activities.
- N. Non-members are invited to selected programs to encourage joining.
- O. Refreshments are served at each meeting.
- P. Local awards are provided to recognize outstanding achievements.

STEP I
In Organizing a
Young Farmer Chapter

STEPS IN ORGANIZING A YOUNG FARMER CHAPTER

A teacher of vocational agriculture desiring to offer instruction for young farmers will find the following steps useful in initiating a local Young Farmer Chapter:

- A. The teacher of vocational agriculture should take the lead in organizing a Young Farmer Chapter.
- B. Conduct a survey of all young farmers in the community. This survey may be made by personal contact by the teacher, aided by his advisory committee, The information of this survey should reveal the farming status, interests, needs and characteristics of prospective young farmer class members, (See form 1 and form 2 in appendix A).
- C. From the prospective group, select three to seven of the most interested and capable members as a key planning committee, carefully plan an outline of activities to be carried out by the planning committee.

Some activities might be:

- a. Securing additional enrollments.
 - b. Contacting possible members and helping organize travel so young farmers can come to meetings in groups.
 - c. Helping plan the first meeting.
 - d. Helping prepare suggestions for a tentative program of activities to be presented at the first meeting.
 - e. Assisting in publicizing the program through radio, TV, newspapers, cards, letters, personal contacts, and by telephone.
- D. Call the first regular meeting. It is suggested the following tasks be accomplished during the first meeting:
 - a. Start the instructional part of the young farmer program by discussing a problem which meets the needs of the group. Make this first-class discussion a good one.
 - b. With the group, plan an instructional program based upon their needs.
 - c. The planning committee should review with the entire group some of the committee's findings concerning instructional and organizational needs of the group.
 - d. The Young Farmer Chapter idea should be presented by the teacher along with the facts concerning the organization and activities of such a chapter.

The number of members enrolled, and the desires of the group will determine the extent and scope of the organization of the chapter. With a small group, the members may wish to have only a chairman and a secretary with the entire group serving as a committee of the whole to discuss all problems, questions, or ideas. Whereas in a large group, it may be more desirable to have regularly elected officers with standing and special committees appointed to be responsible for specific areas of activities of interest to the entire group.

STEP II
Elect Officers For The
Young Farmer Chapter

ELECTION OF OFFICERS

The offices of president, vice president, secretary, treasurer, and reporter should be elected annually. A few of the qualities these officers should possess are:

1. The ability to work with groups effectively.
2. Vision and an understanding of the needs and objectives of the chapter.
3. The ability to serve as group planners, group spokesmen and group harmonizers.
4. The ability to develop leaders, to enlist and develop others to assume definite responsibilities.
5. Capable of displaying interest, enthusiasm, and great optimism in the chapter.

The following points make for an effective method of securing good leadership for the chapter:

1. Use a nominating committee. A nominating committee appointed by the president (or the adviser in the case of a new chapter) is usually able to devote more time to objective thinking concerning persons best qualified for positions of leadership than is found in most nominations from the floor. When the nominating committee report is given, an opportunity should be provided for members to make additional nominations from the floor. Officers should be elected by a majority vote of the members. The use of secret ballots in voting is usually more desirable than show-of-hand voting since this more nearly represents the unbiased opinions of the members.
2. Elect new officers each year. Officers may or may not succeed themselves as desired by members, however, more members will receive experience in leadership if officers are not permitted to hold office for consecutive terms.
3. Timely election of officers. The most desirable time for election of officers depends upon the period covered by the annual program of work. If the annual program of work begins July 1 or in early autumn, officers should be elected in the spring or early summer so that the newly elected officers can work with the retiring officers for a sufficient period to become acquainted with their new positions of leadership. New officers should be installed at the start of the new annual program of work.
4. Training of officers. Training of officers should be a continuous process in all chapters. The officers should meet in advance of business meetings to prepare the agenda. The adviser should take the lead in helping individual officers achieve competency in conducting the affairs of their respective offices.

STEP III
Appointing Committees For
The Young Farmer Chapter

APPOINTING FOR COMMITTEES

Suggested standing committees for a Young Farmer Chapter include: 1) farm planning committee; 2) cooperation; 3) leadership; 4) community service; 5) conduct of meetings; 6) public relations, any other special committee deemed necessary by the chapter.

Below are a few points which will help the committees succeed at their intended purposes:

1. Each member should serve on at least one committee.
2. Each standing committee should be responsible for a specific part of the annual program of work.
3. The duties of each committee should be clearly outlined when the chapter is organized.
4. The committees should keep the chapter informed of its progress on all matters of interest to the chapter.

Duties of Young Farmer Committees

1. Farm Planning Committee Activities

Include activities that will aid or contribute to the development of more effective farming programs of the members, and activities that will contribute to chapter members becoming established in farming.

2. Cooperative Committee Activities

Major consideration should be given to group activities in financing and insuring projects in the farming programs of the members, such as buying supplies and selling products cooperatively.

3. Leadership Development Committee Activities

These activities should make possible leadership training for all members by providing them an opportunity to develop and exercise leadership in the chapter, on the farm, and in community life.

4. Community Service Committee Activities

Major consideration should be given to chapter undertakings that will contribute to improvement of farm practices in the community; conservation of natural resources; beautification and improvement of homes, grounds, and buildings; as well as social and general activities for community improvement.

5. Conduct of Meeting Committee Activities

Major consideration should be given to planning programs for chapter meetings that will include the uses of parliamentary procedure, recreation and social activities and programs for special meetings.

6. Public Relations

This committee should work very closely with newspapers, radio, TV, farm publications and school officials of the community. In so doing they keep the public informed of chapter accomplishments and activities.

STEP IV
Developing a Program of Work
For The Young Farmer Chapter

DEVELOPING A PROGRAM OF WORK

A program of work consists of an organized plan for conducting the activities of the local chapter for the year. The activities should be adapted to the local community and meet the interests and needs of the members in the chapter. A carefully, well-developed, challenging program of work, selected and approved by the Young Farmer Chapter is an important step toward developing a good organization. The format shown in form 3 will prove helpful in developing a program of work.

1. Methods to use in preparing program of work.

In a small chapter, the entire group may act as a committee of the whole and plan all the activities for the annual program of work.

Another method of program planning, which is adapted to large groups, includes the use of committees in each of the different areas, (farm planning, cooperation, leadership; community service; conduct of meetings and public relations), for the purpose of selecting appropriate activities. At a regular meeting each committee chairman presents the activities selected by his committee in a particular area. These activities are discussed, amended, supplemented with additional activities, and approved or rejected by the majority vote of the group.

Each standing committee appointed by the president should be retained on an annual basis and is responsible for successful completion of all activities in their area.

2. Member support of the program is essential.

Regardless of the method used, it is necessary that the final program of activities be approved by most young farmers at a regular meeting conducted in the democratic tradition.

If the program becomes a vital concern to all members, they must have direct contact with and participate in the activities making up the program. Thus, all members should be on at least one committee charged with carrying activities to completion.

3. Support of school administration

The program of work should be discussed with the school administration by the chapter president and/or the adviser. It should be in accord with school policies and receive approval by the school administrator.

Dates of all meetings, banquets, or other activities should be placed on the official calendar of school events for the year. Arrangements should be made with the school administration for the use of the school lunchroom or kitchen facilities for special events, gymnasium and athletic equipment, and other school facilities and equipment to be used by the Young Farmer Chapter. It is good public relations to work with the school administrator and keep him informed of the Young Farmer Chapter's progress.

4. Program developed annually

It is desirable that the program of work be developed (or revised) and approved on a yearly basis. It should go into effect at the time new officers take over leadership of the organization. If it is preferred the annual program could follow the pattern of beginning July 1 and ending the following June 30.

5. Printed programs of work

The program of work should not be developed and filed away; it should be printed or mimeographed and distributed to each member, local school administrators, and other interested parties. In addition to activities, the program should include a history of the local chapter, names and addresses of members, officers, committee members, and purposes of the chapter.

Preparation of the program is inexpensive, especially if it is mimeographed. It does much to stimulate member-interest. In addition, copies distributed to "outsiders" constitute excellent opportunities in developing good public relations.

The activities included in the suggested program of work are guides to help Young Farmer Chapters in developing appropriate activities to meet the needs and desires of their members.

Suggested Program of Work
For the Young Farmer Chapter

Committee -Farm Planning

Activity What do we want to do?	Committee Responsible	Goals (Desired Outcomes)	Ways and Means (How do we do it?)	Date of Completion
1. Conduct demonstrations with crops and livestock			a. Members place in operation new ideas b. Hold tours to sec results	
2. Conduct weed control demonstrations			a. Provide chemical spray b. Secure services of others in the eradication, especially of noxious weeds	
3. Members use Indiana Farm Account Books			a. Secure books for each class member b. Plan a series of lessons on keeping records c. At end of year analyze records	

Committee Cooperation

Activity What do we want to do?	Committee Responsible	Goals (Desired Outcomes)	Ways and Means (How do we do it?)	Date of Completion
1. Cooperate with local school administration				a. Have an annual program of work approved by school administration. b. Have Young Farmer Chapter meetings and events listed in the official school calendar of events. c. Assist school in all worthwhile activities which the Young Farmer Chapter could help promote.
2. Cooperate with the local F.F.A. Chapter				a. Cooperate with F.F.A. Chapter in promotion of social and recreational events. b. Hold at least one joint meeting with the FFA.
3. Have 100 percent of members actively participate in one or more I cooperative buying and/or selling activity.				a. Young Farmer Chapter members pool orders for: (1) Livestock supplies (2) Crop supplies (3) Other miscellaneous supplies b. Have representatives of cooperatives speak at Young Farmer Chapter meeting.

Committee Leadership

Activity What do we want to do?	Committee Responsible	Goals (Desired Outcomes)	Ways and Means (How do we do it?)	Date of Completion
1. Have vocational agriculture graduates become Young Farmer Chapter members.			a. Invite eligible high school graduates to a special meeting, possibly in May. b. Members to give personal invitations to prospective members.	
2. Attend meetings of other organizations.			a. Have members report to group the activities of other organizations. b. Young Farmer Chapter assist in promoting worthwhile programs.	
3. Publish a Young Farmer Chapter program of work booklet.			a. Reporter to assemble the activities of committees and edit program. b. Have program published and distributed to members and other interested persons.	
4. Prepare Young Farmer Chapter map.			a. Secure map of the county at the County Surveyor's office. b. Frame map and hang on wall, with map tacks showing the location of member's farms.	
5. Improve leadership ability of young farmers.			a. Have panel discussion. b. Have reports given by members. c. Have members join other farm organizations.	

Committee - Community Service

Activity What do we want to do?	Committee Responsible	Goals (Desired Outcomes)	Ways and Means (How do we do it?)	Date of Completion
1. Conduct farm safety campaign.			a. Members assist with safety survey. b. Members to check list for fire hazards around their homes.	
2. Cooperate with all community service projects of other groups.			a. Keep other groups informed about the Young Farmer Chapter program. b. Assist other groups with worthwhile community projects.	
3. Conduct a clean-up campaign.			a. Prepare and distribute a clean-up check list. b. Members to place into operation a clean-up campaign on their own farms.	
4. Conduct farm homesite appearance campaign.			a. Study landscaping in class. b. Make farm homesite improvement plans. c. Conduct shrubbery sale for entire community.	

Committee -Conduct of Meetings

Activity What do we want to do?	Committee Responsible	Goals (Desired Outcomes)	Ways and Means (How do we do it?)	Date of Completion
1. Conduct a year-round instructional program for Young Farmers.			a. Committee develops a yearly schedule of instructional meetings based upon farming problems of the group. b. Plan at least one meeting per month when the intensive course is not being conducted. c. Have membership approve the program.	
2. Have recreation after instructional meetings.			a. committee to secure use of gym and equipment. b. Plan organized program	
3. Sponsor social activities			a. Have at least three meetings at members' homes b. summer picnic for members' families. c. Have a square dance d. Have annual banquet in March	
4. Hold executive committee meetings monthly.			a. Hold regularly scheduled meetings at a definite time and place. b. President or Chairman to notify all committee members at least one day prior to meeting. c. Teacher or Chairman have definite plans of meeting.	
5. Use good business procedure at all regular meetings.			a. President or Chairman follow the business agenda as outlined by the chapter when organizing. b. Use Robert's Rules of Order as a basis for the parliamentary procedure of the meetings.	

Committee – Public Relations

Activity What do we want to do?	Committee Responsible	Goals (Desired Outcomes)	Ways and Means (How do we do it?)	Date of Completion
1. Submit news articles to the local paper. (At least one article every week during intensive educational program and one article per month the remainder of the year).			a. Reporter, with the help of a committee, write article on Young Farmer Chapter activities. b. Have a program of work challenging enough to provide newsworthy material for the Reporter.	
2. Participate in ono radio program during the year.			a. Public relations committee to plan. b. Publicize program in local community.	
3. Promote public relations by holding annual achievement banquet to highlight year's activities.			a. Show pictures of Young Farmer Chapter activities, either in film strips, slides or movies. b. Members talk about Young Farmer Chapter activities. c. Members plan the program.	
4. Distribute copies of the local program of work to local businessmen and school officials.			a. Public relations committee to handle distribution. b. Young Farmer Chapter to mimeograph copies for distribution.	
5. Recognize Honorary Young Farmers.			a. Elect a minimum of one each year. b. Confer the Young Farmer Chapter Honorary degree at the annual banquet. c. Recognize individuals who made an outstanding contribution to the Young Farmer Chapter.	

STEP V
Constitution And By-Laws
For The Young Farmer Chapter

Constitution and By-Laws
For

The _____ Young Farmer Chapter

Constitution

Article I Name

The name of this organization shall be the _____ Young Farmer Chapter.

Article II. Purposes

The purposes for forming the chapter are:

1. To interest and aid out-of-school farm youth in becoming established in farming through a program of organized instruction.
2. To develop a greater appreciation of the opportunities in farming and of country living.
3. To develop an understanding of the ways to secure and utilize the services available to farmers in improving their economic status and social and family relations.
4. To cooperate with all agencies and organizations whose objectives are the improvement of the economic, education, and social conditions of rural life.
5. To further develop the leadership abilities of youth to participate in desirable activities of rural life.
6. To provide wholesome social and recreational activities for the entire young farmer family.
7. To plan and render worthwhile community services.
8. To give the group identity.
9. To lessen the duties of the teacher, thereby, enabling him to do a more effective job of teaching.

Article III. Membership

Section A: The membership of this chapter shall be of three kinds:

(1) Active (2) Honorary (3) Associate

Section B: Active membership -Any young man between the ages of 16 and 30 who is out of school and regularly enrolled in a Young Farmer Program in vocational agriculture taught by a teacher of vocational agriculture.

Section C: Honorary membership -Any individual elected by majority vote who has made an outstanding contribution to the growth or improvement of the local Young Farmer Chapter, its members, or agricultural conditions.

Section D: Associate membership -Same as active membership except, the person is over 30 years of age. Associate members shall have all the rights and privileges of an active member except that he may not vote or hold any office,

Section E: Membership dues of the _____ Young Farmer Chapter shall be \$,_____ per year.

Article IV. Organization

Section A: The _____ Young Farmer Chapter shall be composed of members from the general area served by the _____ school district.

Section B: The adviser of the _____ Chapter shall be the teacher of Vocational Agriculture.

Section C: The fiscal year for this chapter shall be July 1 through June 30.

Article V. Officers

Section A: The officers of the _____ Young Farmer Chapter shall be as follows: president, vice president, secretary, treasurer, reporter, and adviser. Officers, except adviser, shall be elected annually.

Section B: Any active member in good standing may hold office with the following exception: A president may not hold the office for two successive years.

Section C: If, for any reason, an office becomes vacant during the year, a new officer shall be elected by the membership as a replacement.

Section D: Honorary and associate members shall not vote nor hold any office.

Article VI. Committees

Section A: Executive Committee. Elected officers, retiring president and the adviser shall constitute this committee.

Section B: Standing Committees: These committees shall include Farm planning, Cooperation, Leadership, Community Service, Conduct of Meetings and Public Relations.

Section C: Special Committees: These committees may be appointed by the president as the need arises.

Article VII. Meetings

Section A: Regular meetings shall be held in accordance with the schedule contained in the program of work approved by the chapter.

Section B: Special meetings may be called by the president or the adviser and shall be held at the time and place designated by the person calling the meeting.

Section C: The guide for the conduct of meetings shall be Robert's Rules of Order.

Section D: A voting quorum shall be at least one-half the active membership.

Article VIII. Amendments

Section A: The constitution and/or by laws may be amended at any regular meeting of the chapter.

Section B: Amendments may be adopted by a two-thirds vote of active members present, providing those present constitute a quorum.

By-Laws

Article I. Duties of Officers

Section A: President

1. Preside at all regular meetings of the local chapter and its executive committee.
2. Serve as an ex-officio member of all organizational planning committees.
3. Appoint all committees.
4. Provide over-all supervision and leadership of activities of the organization.
5. Counsel with the adviser concerning matters of organization policy, changes, improvements, or special events.
6. Represents Young Farmers in other community organizations or activities.

Section B: Vice-President

1. Preside in the absence of the president.
2. Assist the president in the duties of his office.
3. Assume responsibilities in supervising and assisting with the activities of all standing committees.

Section C: Secretary

1. Keeps an up-to-date roll of membership, containing the correct address of each member.
2. Keeps an accurate record of attendance at all meetings.
3. Records the minutes of all meetings.
4. Attends all communications concerning the organization.
5. Posts a list of old and new items of business for each meeting.
6. Assist the president in counting and recording the voting at meetings.
7. Preserve and continue a history of the chapter during his term of office.

Section D: Treasurer

1. Attend to collect all dues, fees, or special assessments of the organization.
2. Keeps a complete set of financial records.
3. Assists with the annual budget.
4. Assists with a program of financing chapter activities.
5. Pays all organizational fees, or debts approved for payment by the organization.
6. Gives a financial report at each meeting or as requested.

Section E: Reporter

1. Works with local paper, submitting news items of all organizational activities.
2. Keeps a record of young farmer activities. May be in the form of a history, a scrapbook, or both.
3. Submit news items to other Young Farmer Chapters.
4. Assists with all activities in public relations.
5. Assist in maintaining chapter bulletin board.
6. Assist with planning and arranging chapter exhibits.

Section F: Adviser

1. Assume the initiative for getting a chapter organized in the community.
2. Assist all officers in properly carrying out the duties of their office.
3. Consults with all committees requesting advice or assistance.
4. Provides a challenging instructional and supervisory program for members.
5. Assists officers in working with school officials and in other public relations.
6. Exerts an ever-present enthusiastic influence upon young farmer work.

Article II. Committees, Standing and Special

Section A: The President shall appoint such committees as are necessary to carry on the work of the chapter.

Article III. Procedure

Section A: An active member to be considered in good standing must meet the following conditions:

1. Attend meetings regularly (except members in military service).
2. Shows an interest in and takes part in the affairs of the Chapter.
3. Pays dues regularly (if dues are charged).

STEP VI.
Suggested Standards to Be
Maintained For The Young Farmer Chapter

Suggested Standards to Be Maintained

If a chapter is to prosper and remain active there are certain standards that must be maintained. The following activities and procedures necessary to maintain high standards in a local chapter have been taken from an article in the August 1960, Agriculture Education Magazine, written by J. R. Jackson, teacher education, A. & M. College of Texas:

1. Educational Program committees should plan a twelve-month schedule of educational programs after receiving suggestions from the members as to the types of programs desired.
2. The chapter should operate in a democratic manner. The officers and advisers should not dominate or dictate programs or methods of operation.
3. Programs should be flexible enough to meet the educational needs of individuals with varying educational attainments and farming experience.
4. Programs should be designed so that problems can be discussed on a seasonal basis.
5. The teacher should maintain the respect and admiration of the young farmers.
6. Young farmers should feel free to call on the teacher for advice and assistance with their problems.
7. Every member should be active in some phase of the chapter activities.
8. The school administration should give active support and assistance to the chapter.
9. The chapter should participate in some community activities as a chapter.
10. Chapter should sponsor intensive workshops or short courses for its members and other interested people in the community. The farm shop and vocational agriculture classroom should be made available.
11. The chapter should cooperate with and assist the high school vocational agriculture class and FFA in their programs.
12. The chapter should sponsor social and recreational activities as a part of its program.
13. The chapter should keep the public informed of the activities of the chapter and its members.
14. The chapter should have interesting presentation of educational programs by the teacher. This should be done by using a variety of teaching techniques, i.e., demonstrations, demonstrations followed by participative experiences, field trips, tours, motion pictures and slides followed by short talks discussing the topic covered, etc.

STEP VII.
Records and Evaluation For
The Young Farmer Chapter

Records and Evaluation

The teacher of vocational agriculture should keep a complete and accurate record of each member in the Young Farmer Chapter. Evaluation of the Young Farmer program is a must for the teacher to be able to improve the program. Forms (Appendix A) will prove helpful in setting up a personal file for each chapter member.

APPENDIX A

FORM 1

Survey of Young Men on Farms In _____ County

Name _____ Age _____ Phone _____ Date _____

Address _____ Distance from school _____ miles

Location of farm _____

Do you live with your parents? _____ Married _____ Single _____

Name of father _____

Date you left school _____ What school _____ Grade completed _____

Work done since leaving school _____

Where are you now employed? _____

Extent of training for farming

High-school vo-ag., number of years _____

Other training from farming _____

Leadership experience _____

Farming status

Farm Owner ___ Operator ___ Partner ___ Cash renter ___ Share renter ___ Farm Hand ___

Your present farming program.

<u>Enterprise</u>	<u>Scope</u>	<u>Degree of Ownership</u>	<u>Share in Returns</u>

What machinery or equipment do you own or have a share in?

Farming Opportunities

Size of home farm _____ Acres of tillable land _____

Farming status of father: owner, renter, or sharecropper _____

Father's age ___ Father's health

Number of sisters _____ Number of brothers _____

Age and occupation of brothers _____

Others farming on the home farm (list)

What occupation do you expect to follow? _____

If other than farming, what are the opportunities for you? _____

FORM 2
INDIVIDUAL FARM SURVEY
OF PLACEMENT OPPORTUNITIES IN FARMING

Date: _____

1. Name of farm _____ Address _____
2. Owner of farm _____ Phone _____
3. Farm now operated by owner _____, cash rented _____, or share rented _____
Number of years by present operator _____
4. Probability of operator change within 1, 2 or 3 years _____
5. Size of farm, acres _____; tillable acres _____; permanent-pasture acres _____
woodland acres _____; other acres _____
6. Type of farm (enterprises suitable, in order of best usage)

7. Economic class potential of farm (I, II, III, or IV) : _____
Potential gross sales \$ _____
Suitability for combining with, or supplementing, another farm operation _____

8. Location: _____ from _____ on _____
Type of road _____
9. Type and condition of living facilities _____

10. Type and condition of barns and other buildings, fences, water supply, and other facilities:

11. Probable selling price of farm per acre _____; Total _____
Approximate cash rent \$ _____
12. Farm likely to be for sale _____; cash _____;
partnership or share rental _____
13. Trade arrangement owner would like to make _____

14. Amount of capital needed by young man to handle the operation \$ _____
15. Future prospects in operating this farm _____

FORM 3
EVALUATION OF LAST YEAR'S TRAINING PROGRAM (196_)
(To be completed at the end of the year)

Name of young farmer _____

Years of training completed 1, 2, 3, 4 (Circle the appropriate number)

How well did the young farmer do in:	Excellent	Good	Fair
1. Getting class or group instruction (No. meetings _____)			
2. Getting small-group instruction (No. meetings _____)			
3. Getting individual on-farm instruction (No visits _____)			
4. Becoming a good young farmer member			
5. Carrying out improved practices dealt with in the instruction			
6. Carrying out a farming program			
7. Securing good yields from crops			
8. Securing good production from livestock			
9. Developing a main livestock enterprise			
10. Securing farm machinery and equipment			
11. Making farm and home improvements			
12. Keeping farm records			
13. Increasing his net worth in farming			
14. Becoming established in a good farming situation			
15. Becoming acquainted with farm related agencies (Co.Agent, ASC, etc.)			
16. Having a desirable rental agreement (if a renter)			
17. Becoming acquainted with agriculturally related occupations			
CARRYING OUT THE ENTIRE TRAINING PROGRAM			

I believe the above evaluation to be a fair appraisal of this young man's achievements during the past program year:

Signed _____ Date of Evaluation _____

Teacher of Agriculture

FORM 4
Young Farmer

FARMING PROGRAM PLANS

For the Farming Year 196_

Name _____ Married _____ Single _____

Address _____ Phone Number _____

Owner of farm _____ Total acres ___ Tillable acres _____

Farming Enterprises in Planned Program

Enterprise	Acres or Head	My Share	Production Goal
Cash Crops:			
Soybeans			
Livestock:			
Feed Crops:			
Corn			
Hay Crops			
Pasture			

Farm and Home Improvements Planned

Kind of Improvement	Amount Extent	My Part	Probable Cost to Me
Buildings:			
Land Improvements:			
Fences:			
Water Supply			
Other Improvements:			

Livestock and Machinery to be Secured.

Kind	Number or Size	Mv Part	Probable Cost to Me

Estimated FARM RECEIPTS \$ _____

Estimated OPERATING EXPENSES \$ _____

Probable FARM INCOME \$ _____

My Total Cost of Improvements, Livestock, and Machinery \$ _____

RECORD OF YOUNG FARMER

Name _____ Age (entering) _____ Married _____ Single _____

Address _____ Grade completed in school _____ Voe. Agr. Yrs. _____

Parent _____ Farming status of parent _____

SUPERVISED FARMING PROGRAM SUMMARY

Year	Farming Status	Type of Farming	Gross Receipts	Farm Income

CLASS INSTRUCTION

Record of Attendance and Supervision

Year	Course Unit Taught	Intensive	Monthly	No. of Visits

FORM 6

SIGNIFICANT CHANGES OR PRACTICES CARRIED OUT IN THE SUPERVISED FARMING PROGRAM*

Year	Date	Significant Practice*	Scope	Result

LEADERSHIP AND COOPERATIVE PARTICIPATION

Year	Activity	Participation	Results or Remarks

*Practices that contribute much to learning in agriculture or toward establishment in farming.

AGRICULTURE # (REVISED)

Enterprise, Subject, or Unit	September	October	November	December	January	February	March	April	May	Total
Totals										