

MIDDLE EAST DIVISION QUADRENNIAL COUNCILBeirut, LebanonNovember 11, 19587:30 P. M.PRESENT

G. J. Appel, R. R. Figuhr, R. A. Mote, R. A. Wilcox, R. E. Anderson, Behnam Arshat, C. V. Brauer, H. L. Cowles, A. W. Fund, T. S. Geraty, G. T. Gott, M. C. Grin, A. A. Haddad, R. H. Hartwell, G. A. Keough, George Khoury, W. R. Leshner, B. J. Mondics, J. P. Munsey, S. Noujaim, R. E. Osborn, K. S. Oster, Y. O. Sangarloo, Chafic Srour, William Wagner, R. W. Wilmot.

OPENING

The council opened with the singing of "Watchmen, on the Walls of Zion", and prayers were offered by R. R. Figuhr, R. H. Hartwell, and B. J. Mondics after the chairman had read a number of quotations from "Evangelism". The chairman welcomed the delegates and particularly the General Conference representatives after which Elder Figuhr introduced the new division president, R. A. Wilcox.

COUNCIL PROGRAM  
2306

VOTED, To adopt the program as listed in the agenda folder.

STANDING COMMITTEES  
2307

VOTED, That the standing committees be as listed in the agenda folder.

PRESIDENT'S AND  
SECRETARY-TREASURER'S  
REPORTS  
2308

The officers presented brief reports covering the quadrennium's baptismal and membership statistics, and tithe, Sabbath school and mission offerings summaries. Financial summaries of all organizations and institutions in the division were presented giving the standing of each as of June 30, 1958, with particular emphasis being given to the operating capital standing.

ADJOURNMENT

VOTED, To adjourn at 9:00 p. m. to 9:30 a. m., November 12, 1958. Prayer was offered by Behnam Arshat.

The council reassembled at 9:30 a. m. November 12, 1958, with those in usual attendance present. The meeting was opened with prayer by W. R. Leshner.

DISTRIBUTION OF  
AGENDA ITEMS AND  
APPEALS FROM LEADERS  
2309

The items on the agenda were distributed to the various standing committees, and the appeals for 1959 base appropriations and specials were presented by the union, detached mission, and institutional leaders. The treasurer gave a summary of the funds which will be available for distribution this year, with appreciation being expressed to the General Conference representatives for the continued financial support which has been extended to this division.

GENERAL CONFERENCE  
AUDITOR'S STATEMENT  
2310

VOTED, To accept the General Conference Auditor's Statement as of December 31, 1957, as read.

1959 ANNUAL COUNCIL  
2311

VOTED, That we tentatively schedule the 1959 Annual Council to be held at the division office from November 10-18, 1959.

1959 CHURCH CALENDAR  
REVISION  
2312

VOTED, That we revise the church calendar for 1959 as given in Action #2120 to add an offering to be taken for Disaster and Famine Relief on May 16, 1959.

ARMENIAN HYMNAL  
2313

VOTED, That the following special committee be appointed to work out the technical details of the proposed Armenian hymnal authorized in Action #2058, with the report of this committee to be presented to the available members:

R. E. Anderson, Chairman  
Manoug Nazirian  
A. E. Ashod  
Nourhan Ouzounian  
Manuk Benzatian

ADJOURNMENT

VOTED, To adjourn at 11:55 a. m. to 4:00 p. m., November 12, 1958. Prayer was offered by L. H. Cowles.

The council reassembled at 4:00 p. m. November 12, 1958, with those in usual attendance present. The meeting was opened with prayer by R. W. Wilmot.

APPROVAL OF MINUTES

VOTED, To approve of the minutes of the evening session of November 11 and the morning session of November 12.

CREDENTIALS AND  
LICENSES POLICY  
AMENDMENT  
2314

VOTED, That we amend the Credentials and Licenses policy recorded in Action #1789 as follows:

1. Amend the first sentence of the policy to read: "Official papers are issued to all authorized Seventh-day Adventist workers."
2. Amend paragraph 2 pertaining to Missionary Credentials to read as follows: "Missionary Credentials, granted to workers of experience including elementary and secondary teachers who are not ordained, or who are carrying major responsibilities."
3. Amend paragraph 5 pertaining to Missionary Licenses to read as follows: "Missionary Licenses, granted to regularly employed field, medical, educational, and office workers; may also be granted to industrial and miscellaneous office and miscellaneous institutional workers who have been in denominational employ for more than five years."
4. Delete paragraph 6 pertaining to Elementary School Teacher Credentials and renumber paragraphs 7, 8, and 9 to read paragraphs 6, 7, and 8.

METHOD OF VOTING IN  
UNION AND LOCAL  
MISSION SESSIONS  
2315

VOTED, To amend Middle East Division Working Policies, page 9 (Add to Article VII, Section 3), page 15 (Add Section 3 to Article VII), and page 19 (Add Section 3 to Article VII) as follows:

"Voting on all matters shall be by viva-voce vote unless otherwise demanded by a majority of the delegates present."

DELEGATES AT LARGE  
LOCAL MISSION  
SESSIONS  
2316

VOTED, To amend Middle East Division Working Policies, page 12, Article IV, Section 2.c. by substituting the following:

"All ordained and licensed ministers, and also those holding missionary credentials employed by this Mission who are in good and regular standing, and holding credentials and licenses from the Union or Local Missions."

Further, that we amend Middle East Division Working Policies, page 16, Article IV, Section 2.c. by substituting the following:

"All ordained and licensed ministers, and also those holding missionary credentials employed by this Mission who are in good and regular standing, and holding credentials and licenses from the Division or Local Mission."

QUALIFICATIONS FOR  
THE ORDINATION OF  
MINISTERS AMENDMENT  
2317

VOTED, To amend Middle East Division Working Policies, page 68, pertaining to qualifications for the ordination of ministers to add "and institutional" in the paragraph reading, "Workers in other capacities such as editors, secretary-treasurers of conferences, and departmental and institutional leaders may also come to the place....."

ORGANIZATION FOR  
EFFECTIVE RELIGIOUS  
LIBERTY ACTIVITY  
2318

WHEREAS, The current trend toward uniformity and conformity is reviving the pattern of coercion and conditioning the mind of the masses against religious liberty; and

WHEREAS, Efforts to enact laws affecting adversely the separation of church and state call for more concentrated activity for the cause of freedom,

VOTED, That careful study be given to the situation existing in the various countries within the division territory and that plans be made to provide wise instruction for our people regarding the present and future issues in the field of Religious Liberty; and, furthermore, that provision be made so that men of influence and leadership may be contacted, tactfully setting before them the exalted principles of Religious Liberty in all its phases, so that in times of crisis there may be those in offices of authority who understand our position.

CALL TO COORDI-  
NATED EVANGELISM  
2319

WHEREAS, The signs on every hand indicate the imminent end of all earthly things; and

WHEREAS, The work cannot be finished except through the united efforts of both pastors and laymen,

VOTED, 1. That we send forth a clarion call summoning all our churches, organizations, and institutions throughout the Division to unite in a great soul-winning crusade.

2. That mission committees and institutional boards be encouraged to include plans on the agenda of their sessions and constituency meetings for aggressive evangelism.

3. That in preparation for the implementation of this program, our pastors, local elders, church missionary leaders, and institutional personnel make a careful study of the book, Evangelism by Ellen G. White.

4. That in this program of evangelism, prayerful consideration be given to the following suggestions:

- a. Spiritual preparation of the church through revival meetings.
- b. Soul-winning training program.
- c. Friendly visitation of the homes in the community for the purpose of compiling a "prospect list" of interests, securing enrollments for our correspondence schools, and finding openings for Bible studies.

5. That the pastor and the missionary committee direct this soul-winning program.

6. That the soul-winning program be climaxed by a short series of decision meetings.

7. That the funds reverted and granted from the General Conference from the special offering received in connection with the 1958 General Conference session be devoted to evangelism.

SAFEGUARDING THE  
CHURCH  
2320

WHEREAS, The church is the special object of satanic attacks in these last days; and,

WHEREAS, "None but those who have fortified the mind with the truths of the Bible will stand through the last great conflict."--The Great Controversy, pp. 593, 594; therefore,

VOTED, 1. That ministerial councils be held in all our missions in which instruction can be given along the following lines:

- a. The basic principles of worship, punctuality in beginning and ending services, and avoiding long announcements that encroach upon the preaching hour.
- b. The maintenance of clean and attractive church premises, both inside and outside.
- c. Greeting and welcoming new converts and visitors in church services.
- d. The importance of regular visitation of church and Sabbath school members by pastors, Sabbath school teachers, and other suitable persons, for the purpose of encouraging members as well as visitors in daily Bible study, daily prayer, regular attendance at church services, and active participation in the work of the church.
- e. Feeding the flock by Biblical preaching, stressing the precious truth of righteousness by faith, shunning all fanciful interpretations of human wisdom, and setting forth clearly the fundamentals of this message as outlined on the Baptismal Certificate; and adhering to the preaching of the Word of the living God, which alone is able to make men wise unto salvation, setting forth the love of Christ in every sermon and discourse. (Evangelism, p. 189; Gospel Workers, p. 315.)

2. That in all our efforts for the nurture and safeguarding of the church we bear in mind the following essentials:

- a. Encouraging our entire membership to accept the privilege of sending every Seventh-day Adventist boy and girl to one of our own schools as an effective means of establishing them firmly in the faith.
- b. Bringing to every new member the challenge of winning souls to Christ, since such missionary labor will help greatly to develop the spiritual fervor of the new convert and preserve his loyalty to the message.
- c. Urging upon all our ministers, church officers, members, and new converts the importance of maintaining the family altar and of reading our denominational literature.

d. Taking upon our hearts the problem of missing members, by showing a personal interest in them by visitation, and by manifesting more of the spirit of Christian love in our dealings with them. Under no circumstances should names be dropped from the church roll without persistent efforts to restore them to the faith, and never under the pressure of financial goals.

VACATION POLICY  
AMENDMENT  
2321

VOTED, That we amend the Vacation Policy as found in Middle East Division Working Policies, page 75, and as amended by Action #2061, to add the following:

Three weeks' vacation may be allowed workers who have put in twenty years or more continuous full-time denominational service.

That in the case of a worker who has not had continuous service it be required that he have a total service of one year additional to the twenty for each year he has been out of denominational employ in order to qualify for the three weeks' vacation, in harmony with the principle followed in reckoning the service period for sustentation eligibility.

In transferring workers, the vacation should be considered in working out the settlement between the two organizations or institutions involved. Otherwise, the organization employing the worker at the time the vacation is taken will be responsible.

A worker may be granted travel time by the most direct route from his place of employment to his home in addition to the vacation time to which he would normally be entitled; furthermore, a worker may be granted the expense by medium class surface transportation to visit his home every other year for that portion above 750 kilometers distance round trip for himself and for each dependent member of his family.

SPECIAL LITERATURE  
DISTRIBUTION PLAN  
CONTINUANCE  
2322

VOTED, That we continue the Special Literature Distribution Plan outlined in Action #2103 during the year 1959, and that we encourage our missions to put the plan into practice.

ADJOURNMENT

VOTED, To adjourn at 5:30 p. m. to 7:30 p. m. November 12, 1958. Prayer was offered by A. W. Fund.

The council reassembled at 7:30 p. m. November 12, 1958, with those in usual attendance present. The meeting was opened with prayer by R. A. Wilcox. The session was devoted to reports covering the quadrennium from the East Mediterranean Union, the Nile Union, and the Iran Mission.

GREETINGS TO ABSENT  
COUNCIL MEMBERS  
2328

VOTED, To send our sincere Christian greetings to the three members of the council who were unable to come to the meeting because of local conditions, and that we express our regret that we were deprived of having the benefit of their counsel.

NEAL C. WILSON  
LETTER  
2329

VOTED, To refer the letter of Neal C. Wilson to the Nominating Committee in which he requested that his name not be considered for re-election as president of the Nile Union.

CONSTITUTION AND  
BY-LAWS OF NATIONAL  
ORGANIZATION FOR  
EGYPT  
2330

VOTED, To acknowledge receipt of the Constitution and By-Laws of a national organization for the denomination in Egypt, and that careful study be given to the implementation and new relationships involved at the time of the coming Nile Union session.

RESOLUTION OF  
GRATITUDE  
2331

VOTED, That we record the following resolution of gratitude as expressing the sentiments of the council:

WHEREAS, During the past quadrennium we have witnessed the abundant blessing of God and the power of the Holy Spirit upon the Lord's work in the fields of the Middle East Division as evidenced in souls baptized into the remnant church, the advance of the cause of truth in every line of endeavor and the funds marvelously provided for the further advance of His cause, and

WHEREAS, In times of strife and danger we have experienced God's special protecting care over the workers and members of His church and also over the organizational properties entrusted to their care, and

WHEREAS, Evidences of Christ's coming have greatly multiplied in recent months giving assurance of our Lord's soon return:

RESOLVED, That we record our profound gratitude to our heavenly Father for these singular blessings and His love and mercy toward us in both success and failure, and that we each give evidence of our gratitude to God by a rededication of our all to the task committed to our hand.

GENERAL CONFERENCE  
HELP  
2332

VOTED, That we request the following assistance from the General Conference, and that previous requests be so amended:

- 1959 - Ministerial  
Medical
- 1960 - Education  
Radio
- 1961 - Missionary Volunteer  
Public Relations

CAMPMEETINGS AND  
OTHER MEETINGS  
SCHEDULE FOR 1959  
2333

VOTED, To recommend the following schedule of meetings for 1959:

Campmeetings

June 26 - July 4	Turkey
July 9 - 19	Jordan
July 23 - August 1	Iran
August 8 - 22	Iraq
August 20 - 30	Lebanon-Syria
September 3 - 13	Nile Union

Teachers' Institutes

August 24 - September 2	Nile Union
September 1 - 4	Iraq
September 6 - 9	Lebanon
September 20 - 22	Jordan

Medical Training Camp

September 13 - 27	Lebanon-Syria
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SEMINARY EXTENSION  
SCHOOL  
2334

VOTED, To request the General Conference that a Seminary Extension School be scheduled at Middle East College for the summer of 1960.

BAPTISMAL GOALS FOR  
1959  
2335

VOTED, To set a goal of 350 baptisms for the division for 1959 and suggest the following breakdown:

East Mediterranean Union	150
Nile Union	150
Iran Mission	50

INGATHERING GOALS  
FOR 1959  
2336

VOTED, To suggest the following goals for Ingathering for 1959:

East Mediterranean Union	L£	20,000.00
Nile Union	£Eg	1,500.000
Iran Mission	Rials	100,000.00

INGATHERING CENTRAL  
PLANNING COMMITTEE  
2337

VOTED, That the following serve as a Central Planning Committee for the 1959 Ingathering campaign:

Division Home Missionary Secretary, Chairman  
East Mediterranean Union Home Missionary Secretary  
Nile Union Home Missionary Secretary  
Division Treasurer  
Middle East Press Manager  
Manoug Nazirian  
K. S. Oster



CHURCH CALENDAR  
FOR 1960  
2338

VOTED, To adopt the following Church Calendar for 1960:

		<u>SPECIAL DAYS</u>	<u>SPECIAL OFFERINGS</u>
January	2	Home Visitation	Church Missionary
	16	Religious Liberty	Religious Liberty
	23	Christian Home & Family Altar	
	30 - Feb. 6	Hope Campaign	
February	6	Home Missionary	Hope Subscriptions
	13	Christian Education	Middle East College
	27	Temperance Commitment	
March	5	Home Missionary	Church Missions
	12		Missions Advance
	12-19	MV Week of Prayer	
	26	13th Sabbath	
April	2	Home Visitation & Voice of Prop.	Voice of Prophecy
	23	Sabbath School Rally	Sabbath School Exp.
May	7	Home Missionary	Church Missionary
	14	Medical Missionary	
	21	Spirit of Prophecy	
June	4	Home Missionary	Church Missionary
	11-18	Call to Health Campaign	
	18		Call to Health Subscriptions
	25	13th Sabbath	
July	2	Home Visitation	Church Missionary
	9		Mid-Summer
August	6	Home Missionary	Church Missionary
	13	Christian Education	Local Training School (Secondary)
	20	Tithe Promotion	
	20-27	Missions Extension Week	
	27	Missions Extension Day	Missions Extension
September	3	Home Missionary	Church Missionary
	10		Sabbath School Exp.
	17 - Oct. 1	Ingathering Campaign	
October	24	13th Sabbath	
	1	Home Visitation	Ingathering
	1-8	Voice of Prophecy Campaign	
	8		Voice of Prophecy
	15	MV-Pathfinder	
November	22	Temperance	Temperance
	5	Home Missionary	Church Missionary
	5-12	Week of Prayer & Sacrifice	
	12		Week of Sacrifice
December	3	Home Missionary	Church Missionary
	24	13th Sabbath	

TEMPERANCE PROMO-  
TION  
2339

VOTED, To adopt the following resolution on temperance promotion:

WHEREAS, The temperance reform movement is an integral part of the third angel's message; and

WHEREAS, The writings of the Spirit of Prophecy give the following counsel to the church:

1. "From the light God has given me, every member among us should sign the pledge and be connected with the temperance association."--Temperance, p. 220.
2. "The evil (of intemperance) must be more boldly met in the future than it has been in the past."--Ibid., p. 239.
3. "In all our large gatherings we must bring the temperance question before our hearers in the strongest appeals and by the most convincing arguments."--Ibid.
4. "The temperance question is to receive decided support from God's people."--Ibid., p. 249; therefore,

We recommend, 1. That controlling committees continue the organization of a national temperance society in every country within their respective territories, and that these organizations adhere to the general principles outlined in the constitution of the International Temperance Association.

2. That we encourage controlling committees to adhere as far as possible to the date set by the Division Committee for a Commitment Day to promote the annual pledge-signing campaign and membership drive, enlisting every Seventh-day Adventist as an active member of our temperance organization.
3. That we continue to organize and foster chapters of our temperance society in every college, academy, and church school, and that we appeal to our school administrators to intensify their chapter programs so that our youth, by their participation in these activities, may not only find their own protection from this evil but also may become a great potential force in helping other youth.
4. That in our large gatherings, at our campmeetings, and in our evangelistic efforts the temperance question be presented before our hearers in the most convincing manner, calling upon men and women, and especially the youth, to take their stand for total abstinence and soliciting their active support in the cause of Christian temperance.

5. That we promote in an effective manner in all fields World Temperance Sabbath, which comes in the latter part of October, calling the attention of our people to the importance of this phase of the message, encouraging them not only to support the temperance cause with their means but also to take an active part in every effort to control, restrict, or prohibit the manufacture, distribution, sale, and consumption of alcoholic beverages, narcotics, or tobacco in any form.

6. That we urge our people everywhere to send Alert or Listen and/or Smoke Signals on a missionary basis to men and women in prominent positions as well as to outstanding professional and business men.

MV BOOK CLUBS FOR  
1959  
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2340

VOTED, That in the absence of a division Missionary Volunteer Secretary we request the division Educational Secretary to serve as chairman of a committee to be appointed by the chairman to select the 1959 Arabic and Armenian MV Book Clubs before the end of 1958, giving the committee power to act.

NATIONAL LEAVE  
POLICY  
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2341

VOTED, To rescind the National Leave Policy, Middle East Division Policies, page 74, and Action #2029, and substitute the following:

No furloughs or leaves of absence are allowed to workers serving within the territory of this division as between countries within the division. The respective organizational or institutional boards or committees are authorized to grant leaves of absence needed because of ill health or other special conditions and to make the necessary arrangements.

BIBLE SOCIETY  
DONATION  
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2342

VOTED, That the division make a donation of L\$ 100.00 to the Bible Society headquarters in Lebanon.

EVANGELISTIC FUNDS  
REQUESTS  
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2343

VOTED, That requests for evangelistic funds be considered by the available members of the division committee as the requests are presented, with assistance being granted from the division Evangelistic Reserve Fund.

SUSTENTATION FUND  
RESERVE  
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2344

VOTED, That a minimum sustentation reserve fund equal to two years' estimated disbursements be maintained.

OPERATING CAPITAL  
REQUIREMENTS FOR  
HOSPITALS, PUB-  
LISHING HOUSES AND  
FOOD COMPANIES  
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2345

VOTED, To adopt the following recommendation of the General Conference Committee of June 29, 1958, page 7, relating to the operating capital requirements for hospitals, publishing houses and food companies:

We recommend, That the controlling committees of hospitals, publishing houses and food factories determine the amount of operating capital required for their institutions, subject to the approval of the division committee, and that the requirements be reviewed annually and adjusted as the need arises; and further--

That the following be circulated to the field as a guide for determining operating capital requirements for publishing houses:

The amount of operating capital which publishing houses require to properly operate their work will vary as between institutions depending upon the volume of business done and the conditions under which they operate.

A publishing house should have sufficient operating capital to provide for the following:

To enable it to make prompt settlement of all accounts payable in order to take advantage of cash discounts available.

To care for all other financial obligations, such as payroll, etc.

To meet possible emergencies.

To cover the investment in supplies and raw materials and the inventory of finished goods.

It would be well for the controlling board of a publishing house to review the situation frequently, taking into consideration the various factors under which the institution operates, and authorize such changes in the amount of operating capital as conditions may warrant.

The principles or factors involved in providing adequate operating capital for medical institutions would be somewhat as outlined above.

The current assets of an institution, which include cash and bank, securities, accounts receivable, supply inventories and prepaid items, should be sufficient to cover all liabilities and reserve funds, also to provide for operating capital requirements as outlined above.

MEDICAL AND DENTAL  
EXPENSE ASSISTANCE  
POLICY  
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2346

VOTED, To adopt the following policy to assist workers in their medical and dental expenses, and that Middle East Division Policies, pages 76 and 77, pertaining to medical expenses and the application of the policy, and Action #1806 be rescinded:

1. A worker having medical and/or dental and/or optical and/or hearing aid and/or obstetrical expense may be allowed one half of the bill on such expense up to 50 per cent of one month's salary, and three-fourths of any additional amount above 50 per cent of one month's salary. When the illness of the worker or the one individual concerned in the family continues beyond the twelve-month period, in such case assistance on the expense may be continued for a reasonable length of time in accordance with the above provision without a change in rate.
2. Where it becomes necessary for workers to travel in order to secure medical attention, it shall be the policy that the cost of transportation and incidental expense be included as a part of the total medical expense upon which assistance shall be given, it being understood that previous arrangements must be made with the officers of the employing organization.
3. Where malarial conditions make it necessary for workers to take quinine or a recognized substitute, and where infectious or contagious diseases make periodic inoculations necessary, these will be considered reportable expense items to be met by the employing organization.
4. The medical expense of a worker and his dependents shall be reportable to his employing organization regardless of his wife's employed status. Dependents shall be defined as members of the immediate family--husband, wife, and unmarried children. It is recognized that there may be other cases requiring special assistance involving near of kin, with such cases being studied by union, detached mission, or institutional committees on the merits of each case; if such cases are deemed worthy of assistance, they shall be referred to the division committee for final decision.
5. A denominationally employed married woman whose husband is a student, unemployed, or nondenominationally employed, shall be granted medical expense allowance only for her own medical expense incurred, obstetrical expense excepted. If, because her husband is incapacitated, she is recognized as the head of the home, the policy may apply for the medical expense of her dependents.
6. The policy becomes operative for permanent, fulltime employees at the beginning of such employment, it being understood that institutions or organizations may establish a probationary period for various classes of workers before considering their employment to be on a permanent basis.

HEALTH AND WELFARE  
FILM "THE MIRACLE"  
2347

VOTED, That we authorize the purchase of the new welfare film entitled "The Miracle" produced by the General Conference Home Missionary Department if in the opinion of the division president it is felt that the film could be used in the division.

ADJOURNMENT

VOTED, To adjourn at 12:05 p. m. to 9:30 a. m. November 16, 1958. Prayer was offered by F. A. Mote.

The council reassembled at 9:30 a. m., November 16, 1958, with those in usual attendance present. Prayer was offered by Chafic Srour.

APPROVAL OF MINUTES

VOTED, To approve of the minutes of the morning session of November 14, 1958.

ADJOURNMENT

VOTED, To adjourn at 9:55 a. m. to 4:00 p. m., November 16, 1958. Prayer was offered by G. J. Appel.

The council reassembled at 4:00 p. m., November 16, 1958, with those in usual attendance present. Prayer was offered by M. C. Grin.

SUSTENTATION BENE-  
FICIARIES MEDICAL  
AND DENTAL EXPENSES  
ASSISTANCE  
2348

VOTED, That the following be added as paragraph 38 to the Sustentation Plan, Middle East Division Policies, page 83, providing medical and dental expenses assistance to beneficiaries:

A beneficiary having medical and/or dental and/or optical and/or hearing aid and/or obstetrical expense may be allowed one half of the bill on such expense up to 50 per cent of one month's allowance; and three-fourths of any additional amount above 50 per cent of one month's allowance. When the illness of the beneficiary or the one individual concerned in the family continues beyond the twelve-month period, in such case assistance on the expense may be continued for a reasonable length of time in accordance with the above provision without a change in rate.

FREIGHT ALLOWANCES  
FOR NATIONALS CALLED  
FROM OTHER COUNTRIES  
POLICY AMENDMENT  
2349

VOTED, To amend the policy on Allowances for Nationals Called from Other Countries found in Middle East Division Policies, page 102, by increasing the allowance to "\$18.00 per one hundred pounds, or its equivalent in local currency, covering the unused portion of his authorized freight allowance."

OUTFITTING ALLOWAN-  
CES FOR WORKERS  
CALLED BETWEEN  
COUNTRIES  
2350

VOTED, That in the matter of outfitting allowances for national workers called from one country in the division to another where climatic or other conditions might indicate a need for such allowances, such cases be handled by the calling organization in counsel with the union and division officers.

COLLEGE CHARGES  
EQUALIZATION PLAN  
2351

VOTED, To refer the matter of continuing the modified college charges equalization plan in effect during the 1958-59 school year per Action #2217 to the division committee for further study before the 1959-60 school year.

EDUCATIONAL ALLOWANCES--CHILDREN OF WORKERS POLICY AMENDMENT  
2352

VOTED, To amend the policy on Educational Allowances--Children of Workers recorded in Action #2028 as follows:

1. Amend paragraph 1. a. to read: "Boarding students--allowance to be computed on the actual cost of room and regular tuition, and on the average cost of board as indicated by the educational institution involved."
2. Amend paragraph 2 by adding the following at the end of the paragraph: "including only children eligible for assistance under paragraph 3."
3. Add the following new paragraph as paragraph 6: "Educational allowances shall be granted to workers' children irrespective of other incomes, including scholarships earned by the student himself."
4. Add the following new paragraph as paragraph 7: "In case there is no Seventh-day Adventist elementary school where a worker is located, the union or detached mission committee is authorized to extend the provisions of this policy to include those who are required by circumstances to send their children to elementary schools not under Seventh-day Adventist control."

SPIRIT OF PROPHECY BOOKS AND DENOMINATIONAL PERIODICALS APPROPRIATION POLICY CONTINUANCE  
2353

VOTED, To continue the Spirit of Prophecy Books and Denominational Periodicals Appropriation policy as recorded in Action #2023 during the year 1959.

PUBLIC LIABILITY INSURANCE  
2354

VOTED, That the division officers investigate the matter of public liability insurance on denominational property and activities as to cost and other factors involved and report to the division committee.

DIVISION INSTITUTIONAL BUILDINGS ACCOUNTING  
2355

VOTED, That all buildings of division institutions be held on the books of the institution involved, effective January 1, 1959.

FIXED EXCHANGE RATES FOR 1959  
2356

VOTED, To record the following fixed exchange rates for 1959 as set by the General Conference:

<u>Country</u>	<u>Monetary Unit</u>	1959	1959
		<u>Fixed Rate in</u> <u>Local Currency</u>	<u>Fixed Rate</u>
Cyprus	Pound		2.80
Egypt	Egyptian £		2.50
Iran	Rial	75.00	.0133333
Iraq	Dinar		2.80
Jordan	Pound		2.80
Libya	Pound		2.80
Lebanon	Lebanese £	3.1250	.32
Sudan	Sudan £		2.80
Syria	Syrian £	3.3333	.30
Turkey	Turkish £	9.00	.11111

NOMINATING COMMITTEE  
REPORT  
2357

VOTED, To accept the following report of the Nominating  
Committee:

Nile Union

President--A. G. Zytoskee  
Acting President--C. V. Brauer  
Secretary-Treasurer & Auditor--R. W. Wilmot

East Mediterranean Union

President--R. A. Wilcox  
Secretary-Treasurer & Auditor--A. W. Fund

Division Committee Appointive Members

Medical Director, Dar Es Salaam Hospital  
President, Middle East College  
Manager, Middle East Press  
President, Iran Mission  
S. Noujaim

Division Auditor

R. E. Osborn

Division Transportation Agent

R. E. Osborn

Radio Board

President of Middle East Division--Chairman  
Radio Secretary of Middle East Division--Secretary  
Secretary of Middle East Division  
Treasurer of Middle East Division  
Publishing Secretary of Middle East Division  
President of East Mediterranean Union  
President of Nile Union  
Manager of Middle East Press  
Voice of Prophecy Director of Iran Mission



Building Committee

Treasurer of Middle East Division--Chairman  
 President of Middle East Division  
 Secretary of Middle East Division  
 Educational Secretary of Middle East Division  
 President of Middle East College  
 President of East Mediterranean Union  
 S. Noujaim

Literature Committee

President of Middle East Division--Chairman  
 Secretary of Middle East Division--Secretary  
 Treasurer of Middle East Division  
 Publishing Secretary of Middle East Division  
 Missionary Volunteer Secretary of Middle East  
 Radio Secretary of Middle East Division /Division  
 Manager of Middle East Press  
 Book Editor of Middle East Press  
 Magazine Editor of Middle East Press  
 Publishing Secretary of East Mediterranean Union  
 Publishing Secretary of Nile Union  
 Manager of Iran Branch of Middle East Press

Reading Committees

<u>Arabic</u>	<u>Armenian</u>	<u>Farsee</u>
Naim Awais, Chairman	R. H. Hartwell, Chairman	K. S. Oster, Chairman
R. C. Darnell	A. E. Ashod	Arsen
Hilal Dose	Melcom Gasparian	Keshishzade
Wadie Farag	Manoug Nazirian	M. H. Moro-
A. A. Haddad	Nourhan Ouzounian	vati
Maurice Katrib		
I. N. Swaidan		

Board of Regents

Expiring end of 1961--Principal of Nile Union  
 Academy

Editor of Middle East Messenger

R. H. Hartwell

Review and Herald "In Brief" Correspondent

R. H. Hartwell

ADJOURNMENT

VOTED, To adjourn at 5:00 p. m. to 7:30 p. m., November  
 16. Prayer was offered by B. J. Mondics.

The council reassembled at 7:30 p. m., November 16, 1958,  
 with those in usual attendance present. Prayer was  
 offered by George Khoury. This session was devoted to  
 the receiving of reports by the division departmental  
 secretaries followed by a discussion of the proposed  
 seminary organization for the Nile Union Academy.

ADJOURNMENT

VOTED, To adjourn at 9:15 p. m. to 9:30 a. m., November 17. Prayer was offered by G. A. Keough.

The council reassembled at 9:30 a. m., November 17, 1958, with those in usual attendance present. Prayer was offered by G. J. Appel.

APPROVAL OF MINUTES

VOTED, To approve of the minutes of the sessions held November 16, 1958.

BUDGET COMMITTEE  
ADDITIONAL MEMBER  
2358

VOTED, To add R. H. Hartwell as a member of the Budget Committee.

ADJOURNMENT

VOTED, To adjourn at 9:45 a. m. to 4:00 p. m., November 17.

The council reassembled at 4:00 p. m., November 17, 1958, with those in usual attendance present. Prayer was offered by A. W. Fund.

GENERAL CONFERENCE  
AND DIVISION HELP  
FOR 1958 SESSIONS  
2359

VOTED, That the available representatives of the General Conference and available members of the division committee assist at the coming sessions of the East Mediterranean and Nile unions.

BENGHAZI HOSPITAL  
ADMINISTRATIVE  
CONTROL  
2360

VOTED, To recommend to the Nile Union that the Benghazi Hospital be taken over as a division institution effective January 1, 1959.

SUDAN AND CAIRO  
CENTER PLANS  
2361

VOTED, That the matter of the plans for the future development of our work in Sudan and at the Cairo Center be referred to the division committee.

APPOINTMENT OF  
EDITORS  
2362

VOTED, To appoint the following editors for 1959:

Managing Editor--R. C. Darnell  
Book Editor--Naim Awais  
Magazine Editor--Maurice Katrib

HOME OWNER'S SUB-  
SIDY POLICY  
2363

VOTED, To adopt the following Home Owner's Subsidy policy:

When a worker who is the head of a family, in counsel with and by consent of his employing committee, owns, purchases or builds a home for his own occupancy in the locality where he is assigned to work, the employing organization shall establish a rental value on the home in harmony with the needs of his family and consistent with the prevailing rents charged in the area and within

the rent ceilings established by the division committee for the locality concerned; the worker may then qualify for a Home Owner's Subsidy equal to the difference between 80% of the rental value established and the rental percentage of salary paid by the worker.

PRICING AND EXCHANGE  
RATES ON BOOKS AND  
PERIODICALS  
2364

VOTED, That the Middle East Press set its prices on books and periodicals in the currency of the country where the Press is located, that these books be sold to the Book and Periodical Houses in the field at the current rates of exchange, that the respective Book and Periodical Houses set the prices for that particular field adhering as closely as possible to the discount rates as published by the General Conference Publishing Department, and that the billing rate be established as of the day the order is received by the Middle East Press.

CREDENTIALS AND  
LICENSES FOR 1959  
2365

VOTED, To authorize the issuance of the following credentials and licenses for 1959:

MIDDLE EAST DIVISION

MINISTERIAL CREDENTIALS--	HONORARY MINISTERIAL CREDENTIALS--
R. C. Darnell	Shukri Nowfel
R. H. Hartwell	Nashed Yacoub
A. A. Haddad	
G. Arthur Keough	HONORARY MISSIONARY CREDENTIALS--
Robert E. Osborn	A. E. Ashod
MISSIONARY CREDENTIALS--	HONORARY CREDENTIALLED BIBLE INSTRUCTOR--
Nora Atkins	Nanajan Badal
I. N. Swaidan	
MINISTERIAL LICENSE--	HONORARY MINISTERIAL LICENSE--
Wadie Farag (Pending Future Work)	Samuel Farag
MISSIONARY LICENSE--	Ohan Keshishzade
Indra Ashod	HONORARY MISSIONARY LICENSE--
Mrs. R. C. Darnell	Mrs. A. E. Ashod
Latifa Farag	Mrs. Mary Al Khalil
Mrs. R. H. Hartwell	
Mrs. G. Arthur Keough	
Mrs. Robert E. Osborn	
Izella Stuivenga	
Mrs. R. A. Wilcox	

DAR ES SALAAM HOSPITAL

MINISTERIAL CREDENTIALS--	MISSIONARY LICENSE--
Wayne E. Olson	Geneva Alajaji
	Rosa Ayoub
MISSIONARY CREDENTIALS--	Mrs. Ayoub Azar
Ayoub Azar	Antranig Bedrassian
Munsif Fargo	Lucy Boghdasarian
Gladys Hurd	Elizabeth Canaday
S. D. Karmy	Koukab Deeb
Ruth Mitchell	Samira Deeb
Hanna Jubran Nasr	Leif Jensen
Genevieve Joy Ubbink	Mrs. Leif Jensen
R. G. Ubbink	Mrs. S. D. Karmy
	John Malcomian
MINISTERIAL LICENSE--	Widad Mashni
William Wagner	Henry Mousally
	Suhaila Nabood
	Samuel Nathan
	Susan Nathan
	Mrs. Wayne E. Olson
	Dorothy M. Turner
	Mrs. William Wagner
	Theo Williams
	Mrs. Theo Williams

MIDDLE EAST COLLEGE

MINISTERIAL CREDENTIALS--	MISSIONARY LICENSE--
T. S. Geraty	Angel Dikran
J. S. Russell	Mrs. T. S. Geraty
K. L. Vine	Mrs. G. T. Gott
	Mary Haddad
MISSIONARY CREDENTIALS--	Mrs. Edwin D. McGhee
Euphemia M. Bryne	Michael Nabti
Edith C. Davis	Najwa Nabti
G. T. Gott	Mrs. J. S. Russell
Edwin D. McGhee	June Soper
Nourhan Ouzounian	Mrs. K. L. Vine
Shahin Ouzounian	E. W. Waring
	Mrs. E. W. Waring
MINISTERIAL LICENSE--	Violet V. Wentland
Henry Melki	

MIDDLE EAST PRESS

MINISTERIAL CREDENTIALS--	MISSIONARY LICENSE--
M. C. Grin	Elias Abdelnour
Maurice Katrib	Mrs. R. E. Anderson
	Boutrous Ghazal
MISSIONARY CREDENTIALS--	Mrs. M. C. Grin
R. E. Anderson	Arsen Keshishzade
Naim Awais	Yervant Maksoudyan

EAST MEDITERRANEAN UNION

## MISSIONARY CREDENTIALS--

A. W. Fund

NILE UNION

## MINISTERIAL CREDENTIALS--

A. G. Zytoskee

## MINISTERIAL LICENSE--

R. W. Wilmot

IRAN MISSION

## MINISTERIAL CREDENTIALS--

Kenneth S. Oster

H. K. Salakian

Y. O. Sangarloo

R. C. Skinner

## MISSIONARY CREDENTIALS--

J. S. Gabriel

Melcom Gasparian

MIDDLE EAST COLLEGE  
CONSTITUTION REVI-  
SION  
2366

VOTED, To approve of the changes made in the Constitution of the Middle East College as approved at the constituency meeting held November 17, 1958.

POLICY BOOK REVI-  
SION  
2367

VOTED, To authorize the revision of the Middle East Division Working Policy book incorporating omissions and all changes and additions made since the book was last published.

NILE UNION ACADEMY  
SEMINARY PROPOSAL  
2368

VOTED, To refer the proposed seminary arrangement of the Nile Union Academy as outlined in a "Constitution of the Seventh-day Adventist Institute" to the General Conference representatives and division officers to study during the time of the coming Nile Union session.

DR. A. ARZOO SUSTEN-  
TATION  
2369

VOTED, To refer the matter of Dr. A. Arzoo's sustentation application to the division officers for study and presentation to the division committee for action.

ADJOURNMENT

VOTED, To adjourn at 5:25 p. m. to 9:30 a. m. November 18, 1958. Prayer was offered by A. A. Haddad.

The council reassembled at 9:30 a. m., November 18, 1958, with those in usual attendance present. Prayer was offered by G. T. Gott.

APPROVAL OF MINUTES

VOTED, To approve of the minutes of the sessions held November 17, 1958.

IRAN MISSION PER-  
SONNEL  
2370

VOTED, To refer the selection of the Iran Mission officers, committee members, and departmental secretaries to the division committee.

NATIONAL PHYSICIANS  
WAGE SCALE  
2371

VOTED, To refer the matter of establishing a wage scale for national physicians to the division committee.

BUDGET REQUESTS FOR  
1960  
2372

VOTED, To refer the preparation of the budget requests for 1960 to the division officers.

"HOPE" AND "CALL TO  
HEALTH" MAGAZINES  
2373

VOTED, That we approve of the following pertaining to "Hope" and "Call to Health" magazines continuance and improvement:

1. The two magazines are to be continued to be published as separate periodicals.
2. A correspondence course on temperance and healthful living from six to twelve lessons is to be provided, with such course being offered through the "Call to Health" magazine and handled through the VOP field offices.
3. The editorial policy is amended to permit the publication of those points of doctrine which place us upon common grounds with the readers of the "Call to Health" magazine.
4. "Call to Health" may be placed on the newsstands in the division territory.

BRANCH SABBATH  
SCHOOLS GOAL  
2374

VOTED, That we recommend a goal of one branch Sabbath school for every Sabbath school class in every Sabbath school in the division.

SABBATH SCHOOL  
MANUAL TRANSLATION  
2375

VOTED, To refer the Arabic manuscript of the Sabbath School Manual to the Literature Committee with recommendation that it be printed as soon as possible.

STRENGTHENING COLLEGE  
AND TRAINING SCHOOL  
MV SOCIETIES  
2376

WHEREAS, The Missionary Volunteer societies occupy a strategic position in the advance of the threefold message; and

WHEREAS, The vigor and effectiveness of our senior Missionary Volunteer societies in the churches is vitally affected by the graduates of our college and training schools; it was

VOTED, To encourage administrators, teachers, and school boards to join the Missionary Volunteer Department in building up the Missionary Volunteer societies on the school campuses so that the program will challenge every student in the college and training schools.

GEORGE A. HUSE  
ITINERARY  
2377

VOTED, To refer the itinerary of George A. Huse, scheduled to be in the division territory from January 22 to February 1, 1959, to the division committee.

- STUDENT COLPORTEUR  
BOOKS SALES RATIO  
2378
- MIDDLE EAST COLLEGE  
AND FIELD COORDINA-  
TION ON PLACEMENT AND  
FOLLOW-UP SERVICES  
2379
- CURRICULUM RECOMMEN-  
DATIONS FROM FIELD  
FOR INDIVIDUAL  
STUDENTS  
2380
- MIDDLE EAST COLLEGE  
FIELD REPRESENTATION  
2381
- MIDYEAR COMMITTEE  
MEETINGS  
2382
- EVANGELISM QUES-  
TIONAIRE BLANKS  
2383
- HOME MISSIONARY  
DEPARTMENT NAME  
2384
- MANUAL FOR BIBLE  
COURSE FILMSTRIP  
2385
- REVISION OF ARABIC  
"TRUTH SERIES"  
2386
- VOTED, That a minimum of 15% of the gross sales of books sold by student colporteurs on the scholarship plan be required to be in the religious field.
- VOTED, That to encourage closer coordination between Middle East College and the field in placement service and follow-up of young workers, we depend heavily upon the initial pre-college guidance from the respective fields concerning academic and career counseling, and thereafter the fields to depend largely upon periodic progress reports from the college.
- VOTED, That we urge organizational presidents to indicate annually to the administration of Middle East College, and preferably at the beginning of the school year, their desires and recommendations regarding the curriculum that should be followed by students proceeding from their fields to the college.
- VOTED, To recommend to Middle East College that they arrange through the division to send out annually field representation during the school year in addition to the representation sent out during the summer months.
- VOTED, That meetings of the full division committee be held in the middle of each year to lay plans for evangelism, transact further business, and to evaluate the progress made and the course to be followed in our work and plans, it being understood that such meetings will be in addition to the regular year-end meetings.
- VOTED, That an Evangelism Questionnaire Blank be prepared by the division officers and division Ministerial Association Secretary, that these blanks be supplied to all field and institutional leaders for completion, and that these blanks be sent to the division Ministerial Association Secretary not later than six weeks before the year-end meetings of the division committee, thereby making it possible for the evangelistic needs of the entire field to be properly studied and appropriate action taken.
- VOTED, That the division committee study the Arabic name of the Home Missionary Department with the view in mind of clarifying it if possible.
- VOTED, That we authorize the preparation in Arabic of 100 copies of a manual for the new Arabic edition of the 20th Century Bible Course filmstrip.
- VOTED, To refer the matter of reviewing the present Arabic "Truth Series" tracts to the Literature Committee with the view of perhaps preparing a more up-to-date series.

JUNIOR BAPTISMAL  
MANUAL IN ARABIC  
2387

VOTED, To recommend to the Literature Committee that the Junior Baptismal Manual be printed in Arabic, it being understood that the Manual is already translated into Arabic.

SPECIAL SELECTIONS  
FROM THE SPIRIT OF  
PROPHECY IN ARABIC  
2388

VOTED, To recommend to the Literature Committee that consideration be given to the possibility of translating and printing "Special Selections From the Spirit of Prophecy" in Arabic.

REPRINTING OF BOOKS  
2389

VOTED, To refer to the Literature Committee the matter of reprinting the Arabic editions of "The Other Side of Death," "The Impending Conflict," and "Modern Medical Counselor."

STOCKING OF GENERAL  
BOOKS IN BOOK AND  
PERIODICAL HOUSES  
2390

VOTED, To urge our publishing houses and Book and Periodical houses to stock such denominational books as would be in general demand in the field, and that the managers of these institutions give extensive promotion to such books throughout the field.

PUBLICATION OF BOOKS  
AND BOOKLETS INTO  
ARABIC  
2391

VOTED, To refer to the Literature Committee the matter of the translation and publication of "Temperance" and publication of "Colporteur Ministry" in Arabic, and the suggestion that two 96-page booklets in Arabic be available for the summer of 1959.

TEMPERANCE PROMOTION  
LITERATURE  
2392

VOTED, That consideration be given to the preparation of appropriate temperance promotion literature in Arabic for distribution particularly in Seventh-day Adventist schools.

EDUCATIONAL BOARD  
RECOMMENDATIONS  
2393

VOTED, To approve of the recommendations of the division Educational Board held from November 9-11, 1958.  
(See Attached Sheets consisting of 19 pages of recommendations and chart.)

"EDUCATION" IN  
ARABIC  
2394

VOTED, To refer to the Literature Committee the matter of translating the abbreviated edition of "Education" into Arabic.

ADJOURNMENT

VOTED, To adjourn at 11:30 a. m. to 8:30 a. m., November 19, 1958.

The council reassembled at 8:30 a. m., November 19, 1958, with those in usual attendance present. Prayer was offered by Behnam Arshat.

APPROVAL OF MINUTES

VOTED, To approve of the minutes of November 18, 1958.



BASE APPROPRIATIONS  
FOR 1959  
2395

VOTED, To grant the following Section I base appropriations for 1959 which gives an increase of 5% over 1958 except for Radio Studio which remains the same in 1959 as in 1958:

Division Office	£ 139,416.86
Middle East College	101,335.77
Middle East Press	48,580.56
Radio Studio	9,600.00
Holding--Sudan Development	30,000.00
*Iran Mission (Rials 2,627,625.00)	109,484.37
**East Mediterranean Union	291,299.09
***Nile Union (£Eg. 34,861.304)	272,353.94
Total	£ 1,002,070.59

\*Less Rials 188,946 being held for physiotherapy unit as reserve in division, leaving net appropriation of Rials 2,438,679.00.

\*\*Subject to adjustment due to reorganization plans.

\*\*\*Less £Eg. 1,654.363 being held for Aden budget as reserve in division, leaving net appropriation of £Eg. 33,206.941. Also subject to adjustment regarding future administrative control of Benghazi, Libya, hospital.

TURKEY ADDITIONAL  
BUDGETS  
2396

VOTED, To recommend that the East Mediterranean Union add an additional national worker budget for Turkey, and that an additional overseas worker's budget also be provided by the division.

SPECIAL APPROPRIATIONS FOR 1959  
2397

VOTED, To distribute the special funds for 1959 as follows:

<u>Funds Available:</u>	<u>Lebanese</u> <u>Currency</u>
General Conference--Specials	312,500.00
General Conference--Church Extension	43,750.00
Division--	
1958 Specials Contingency Fund	47,191.95
Miscellaneous Donations	4,861.84
Missions Extension Reversion	1,360.37
Spring in Tithe and Offerings	14,734.41
Ingathering Comeback	10,000.00
Exchange	65,000.00
Specials for 1959--Operating	<u>20,000.00</u>
Total Available for Specials	519,398.57

SPECIALS DISBURSEDEast Mediterranean Union

<u>Class III:</u>	<u>Local</u> <u>Currency</u>	<u>Lebanese</u> <u>Currency</u>
Turkey Evangelistic Equip.	T£ 4,000.00	1,388.89
Jordan Junior Camp Equip.	JD 100.000	875.00
Lebanon Office Equipment	L£ 500.00	500.00
Turkey Office Equipment	T£ 2,000.00	694.44
Jordan Office Equipment	JD 150.000	1,312.50
Iraq Office Equipment	ID 300.000	2,625.00
Iraq Junior Camp Equip.	ID 200.000	1,750.00
<u>Class IV:</u>		
Baghdad Church & Office	ID 8,000.000	70,000.00
Aramoun School--Playground		
Retaining Walls	L£ 1,500.00	1,500.00
Bishmazzine School	L£ 5,000.00	5,000.00
Total - East Mediterranean Union		85,645.83

Nile Union

<u>Class III:</u>	<u>£Eg</u>	
Upper Egypt--		
Beni Shaaron Church		
Furnishings	100.000	781.25
Furnishings of Meeting Places		
in Mallawi & Abu Quorquos	100.000	781.25
Central Egypt--		
Furniture--Beni Suef	100.000	781.25
Nile Union Academy--		
Cooking Stove	200.000	1,562.50
Washing Machine--Laundry	500.000	3,906.25
<u>Class IV:</u>		
Upper Egypt--		
Assuit Church--Balance on		
Purchase	3,000.000	23,437.50
Central Egypt--		
Cairo Center	7,000.000	54,687.50
Nile Union Academy--		
Concrete Sidewalks	250.000	1,953.12
Planting Orchard	250.000	1,953.12
Total - Nile Union		89,843.74

Benghazi Hospital

Balance on Purchase of		
Other Half of Property	Lib£ 12,000.000	105,000.00

Iran Mission

<u>Class III:</u>	<u>Local Currency</u>	<u>Lebanese Currency</u>
Iran Training School--Heating Unit for Administration Bldg.	<u>Rials</u> 160,000	6,666.67
Julfa Church Pews	30,000	1,250.00
Camp Equipment	50,000	2,083.33
<u>Class IV:</u>		
Iran Training School-- Duplex	1,000,000	41,666.67
Administration Building Completion	550,000	<u>22,916.67</u>
Total - Iran Mission		74,583.34

Dar Es Salaam Hospital

<u>Class III:</u>	<u>ID</u>	
Furniture for Poor Clinic	1,500.000	13,125.00
<u>Class IV:</u>		
Poor Clinic Annex	5,000.000	<u>43,750.00</u>
Total - Dar Es Salaam Hospital		56,875.00

Middle East College

<u>Class IV:</u>		
Men's Residence Hall Completion		30,000.00

Middle East Press

<u>Class III:</u>		
Mosler Safe		5,000.00
Capital for Printing Educational Textbooks		<u>10,000.00</u>
Total - Middle East Press		15,000.00

Division Contingency Fund		62,450.66
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SPECIALS DISBURSED - SUMMARY

East Mediterranean Union		85,645.83
Nile Union		89,843.74
Benghazi Hospital		105,000.00
Iran Mission		74,583.34
Dar Es Salaam Hospital		56,875.00
Middle East College		30,000.00
Middle East Press		15,000.00
Division Contingency Fund		<u>62,450.66</u>
Total - Specials Disbursed		519,398.57

VOICE OF PROPHECY  
APPROPRIATIONS  
2398

VOTED, That the Radio Board distribute funds amounting to £ 70,312.50 available from the General Conference for Voice of Prophecy offices in the division.

1959 MISSIONS EXTEN-  
SION PROJECTS  
2399

VOTED, To refer the selection of Missions Extension projects to the division committee.

APPROVAL OF MINUTES

VOTED, To approve of the minutes of November 19, 1958.

APPRECIATION

VOTED, To express our appreciation to the General Conference for the excellent counsel which has been given at our council this year by Elders R. R. Figuhr and F. A. Mote and for the financial support which has been so generously provided for the continuance of our work here in the division.

VOTED, To record our appreciation for the services of Neal C. Wilson who has served the division for so many years and has made such a great contribution to our work in this area, wishing him success in his future plans as he continues to serve in another part of our world-wide program.

VOTED, To record our appreciation to G. J. Appel, our retiring division president, for his many years of leadership here in this division, and to wish him and his wife continued health and every blessing from the Lord; further that we pledge our loyalty and support to our new division president, R. A. Wilcox.

ADJOURNMENT

VOTED, To adjourn sine die at 9:25 a. m. Prayer was offered by G. J. Appel.

G. J. Appel and  
R. A. Wilcox, Chairmen

Robert E. Osborn, Secretary

RECOMMENDATIONS TO THE QUADRENNIAL SESSION  
from  
THE DIVISION EDUCATIONAL BOARD, 1958

1. Statement of the general objectives of SDA schools in the M. E. D.

To adopt the following statement of objectives for our schools in the Middle East:

True education is continual growth and harmonious development of the whole being. Its first purpose is for man to understand God's revelation of Himself in His Word and in His works. Its work is to develop Christian personality which exemplifies the principles of truth, fellowship, and service.

1. To develop an understanding of God as our heavenly Father, and as the Creator.
2. To inspire respect, reverence, and love for God and for Jesus Christ, His Son.
3. To teach the principles of the new birth which lead into a transformed life.
4. To establish belief and practice in the essential relations of faith and prayer.
5. To inspire love and loyalty for home and country, and respect for recognized authority.
6. To develop a sympathetic understanding of the world and its needs with the interdependence of men and nations, and a worldmindedness essential to the progress of the gospel to all the world.
7. To guide in the development of a personality which manifests a Christ-like character.
8. To stimulate interest, to awaken thought, to kindle aspirations, and to arouse every capability of body, mind, and soul as the pre-requisites for true learning.
9. To teach the value and dignity of useful work together with proficiency in manual skills.
10. To teach the value of mental habits, of concentration, and study in the acquiring of knowledge and of the skills essential in living and learning.
11. To awaken a love of beauty in nature through which God the Creator may be seen in earth and sea and sky.

12. To understand and practice the principles of healthful living, knowing that mental, spiritual, social, and physical health are important parts of a complete whole.
13. To teach healthful recreation for body and mind.
14. To see and understand the things of time in relation to the things of eternity.
15. To develop a consciousness of the opportunities, privileges, and responsibilities of Christian service.

2. Educational principles and corollaries.

To re-affirm Division Committee action #1699 as follows:

WE BELIEVE:

1. That the object of education is well expressed in the words, "To restore in man the image of his Maker, to bring him back to the perfection in which he was created, to promote the development of body, mind, and soul, that the divine purpose in his creation might be realized, . . . this is the object of education, the great object of life." Ed. p. 15.
2. That "The Holy Scriptures are the perfect standard of truth, and as such should be given the highest place in education." Id. p. 17.
3. That "To obtain an education worthy of the name we must receive a knowledge of God, The Creator, and of Christ, the Redeemer, as they are revealed in the sacred word." Ibid.
4. That co-operation with the power of Christ to resist evil is the "highest aim" in all educational effort, and constitutes "man's greatest need." Id. p. 29.
5. That "The work of education and the work of redemption are one." Id. p. 20. In other words it is impossible to separate the evangelistic purpose from the work of education.
6. That the results of such an education are "men who will not be bought or sold; men who in their inmost souls are true and honest; men who do not fear to call sin by its right name; men whose conscience is as true to duty as the needle to the pole; men who will stand for the right though the heaven fall."

THEREFORE, WE HOLD:

1. That it is our primary duty as Seventh-day Adventists to conduct Christian schools for our children.
2. That Christian schools can be conducted only by Christian teachers.

3. That Christian teachers can teach only that which is in harmony with the Christian religion.
4. That Christian schools have a desirable and necessary contribution to make to society.
5. That schools should be permitted to operate within the laws of the country in so far as these laws do not conflict with religious convictions.

And

Whereas our schools are primarily founded for providing a Christian education for our own boys and girls, where our own principles, based on Bible truths, can be studied and lived, through precept and example, and,

Whereas it is our belief that Education is the harmonious development of spiritual, mental and physical powers, and,

Whereas in our program, curricular and co-curricular, the Bible is made a basic part of every subject and every class, and Christ is to be made the central part of every study and every activity, and religious teaching not confined to the period of religion,

In honesty to the student, parents and authorities, and out of respect to the laws of the country and the provision in the constitution for protecting the religion of the child,

We recommend that we reaffirm our world-wide policies and accept in our schools only students of Seventh-day Adventist homes and those in harmony with our beliefs.

3. Statement of relationship between denominational and national system of education.

To re-affirm Division Committee action #1839 as follows:

WHEREAS, Christian education is a universal Bible doctrine with foundations laid in the Garden of Eden school when the "pattern for all after time" was given, and

WHEREAS, The great objectives of Christian education are to provide, a "shelter for our youth" in soul saving, and to develop leadership in worker training, and

WHEREAS, We are to work with due respect to laws and the accepted educational framework of each country,

Recommended that:

1. We re-affirm our purpose of preserving in our schools the distinct principles of Christian education as given us in "the pattern," and our recognition that our success will be measured by the degree of fidelity with which we follow the Creator's plans.

2. In each national area our first objective be to develop an educational system in full harmony with the eternal principles of Christian education within the existing framework of the national educational law.
3. We exercise vigilant care that no element or practice shall enter the school which conflicts with the great objectives of Christian education.

4. Building standards for schools.

To adopt the following building and equipment standards for schools:

1. A healthful and safe location.
2. A wholesome neighborhood and pleasant surroundings.
3. A location free from disturbing noises and unpleasant odors.
4. A minimum of 10 sq. meters of playground per pupil exclusive of buildings, lawns, and parking.
5. A site well-drained, properly graded and beautified with appropriate plantings.
6. A play area that is surfaced or prepared and maintained in order to be suitable for play in all kinds of weather.
7. Grounds that are enclosed by a fence or wall for the safety and protection of pupils' property.
8. The school should have a separate entrance from the church, and should be conducted as a separate unit without interference with church functions.
9. An attractive and architecturally designed school building.
10. Floors of all classrooms should be at or above ground level.
11. Basement areas should be for service only.
12. The building should be so designed as to permit additions and alterations at minimum cost.
13. The building entrances should be situated so as to be convenient to pupils and school visitors.
14. The windows should be placed so that the direct rays of the sun are permitted to shine into the classroom only before or after school hours.
15. The classrooms should be sufficient in number to house adequately the pupils enrolled. (25 - 30 pupils per room).



16. Each classroom should provide at least 1.5 sq. meters of floor space per pupil.
17. The ceiling height should be at least  $3\frac{1}{2}$  meters height.
18. The building should be painted and decorated to contribute to pupil and teacher morale.
19. The ceilings painted a flat white and the walls of light or pastel shades.
20. The floors finished or covered in light colors.
21. A minimum glass area of 1 sq. meter to 5 sq. meters of floor space for windows.
22. The distance from the top of the windows to the floor should equal or exceed half the width of the room.
23. The lighting a minimum of 20 ft. candles.
24. An even distribution of light with no cross light.
25. A minimum of glare due to using window shades or curtains where necessary.
26. Classrooms so arranged that it is possible to have an adequate chalk-board with the light coming over the left shoulder of the pupil. A chalk-board should be at least 4 meters in length.
27. Fresh air should be admitted through deflectors or air vents.
28. A circulator type heat furnished by stoves with chimneys.
29. Adequate space provided on the inside of the school or in another suitable, enclosed place, for the care of personal effects of pupils and teachers. (clothing, lunches, etc.)
30. Toilets acceptably separated and properly labeled for boys and girls.
31. The number of toilet fixtures should meet the following standards:

Enrollment	Boy's Urinals	Stools		Lavatories	
		G	B	G	B
1-30	1	2	1	1	1
31-60	2	3	2	2	2
61-90	3	4	2	2	2
91-120	4	5	2	2	2
121-150	4	6	3	3	3

32. Equivalent facilities in rural schools without running water.
33. Mirrors in each washroom.

34. The toilets should have proper lighting, ventilation, and disinfectior.
  35. Adequate sanitary washing facilities.
  36. A shelter should be provided for physical exercises during inclement weather.
  37. A practical arts room for grades 7 and 8.
  38. Provisions should be made for adequate storing of school equipment and supplies as may be necessary.
  39. An approved drinking water supply.
  40. Sanitary drinking facilities provided--one fountain or its equivalent for each 30 pupils.
  42. A fire protection, adequate with suitable exits, extinguishers and/or hose or bucket, and alarm bells.
  43. All stairways should have handrails.
  44. Mats and floor coverings are of the non-skidding variety.
5. Standards for elementary and intermediate schools.

To adopt the following standards for elementary and intermediate schools:

A. Devotional Periods.      **I. Religious Program**

Each school day shall begin with a devotional period and close with prayer or a devotional song.

B. The J.M.V. Society.

The school shall have an active J.M.V. Society for all the children, emphasizing the pupil's participation in the program of the society and in its missionary activities.

C. Weeks of Prayer.

Two weeks of prayer shall be conducted each school year, one in the fall and the other in the spring.

D. Baptismal Class.

Opportunity shall be provided for pupils desiring baptism to receive instruction in the doctrines of the Seventh-day Adventist Church.

E. Personal Evangelism.

The religious program shall include personal work and spiritual guidance on the part of the teacher or teachers for the pupils.

F. Spiritual Tone.

The tone of the entire school day shall give evidence of the religious objectives of the school. Not only will the Bible classes have a prominent place in the daily program, but all classes and activities will emphasize character building.

II. School Plant

(See Standards for Buildings and Equipment for Schools).

III. Equipment

A. Instructional.

The school shall meet the following standards for school-owned furnishings, teaching equipment, library books, and magazines:

1. School furnishings.

- a. Movable, adjustable, (and properly adjusted) or properly sized desks, or tables for pupils (light-colored furniture strongly urged.) Individual desks recommended if possible.
- b. Teacher's desk of good quality, and at least two representative chairs.
- c. Primary reading table and chairs for primary grades.
- d. Chalk boards:
  - (1) Minimum height from floor 75 cm
  - (2) Length--at least 4 meters per classroom.
  - (3) Color--green board strongly recommended.
2. Tack board: Sufficient to display pupil's work and classroom activities.
- f. Supply cabinet or equivalent.
- g. Filing cabinet or equivalent.
- h. Piano or organ
- i. Clock, bell, or a suitable signal, pencil sharpener, waste basket.
- j. Pictures and/or flags displayed if the customs or courtesies of the country in which the school is located require them.

2. Teaching equipment.

- a. Desk copies, manuals, and keys.
- b. Maps for Bible, history, and geography.
- c. Charts for health, science, and nature.
- d. Globe--at least 12" in diameter.
- e. Flash cards and reading charts (suitable for grades taught.)
- f. Practical arts equipment and supplies for vocational courses offered: i. e., cooking, sewing, woodwork, gardening, home mechanics, crafts.

3. Library.

- a. Organization: Books properly recorded (classified if possible) and in convenient shelves or bookcases.
- b. Reference books. Where available--up to date.

- (1) Bible concordance.
- (2) Bible dictionary.
- (3) Bible reference books including the Spirit of prophecy volumes.
- (4) Dictionaries--at least one for primary grades and one for upper grades.
- (5) Encyclopedia--suitable for elementary pupils.
- (6) World atlas.

c. Supplementary books--200 titles.

Grades 1-4, at least 100 titles in a balanced distribution as follows:

- (1) Stories--character building.
- (2) Child activity.
- (3) Social Studies.
- (4) Safety.
- (5) Poetry.
- (6) Health.
- (7) Nature.

- d. Magazines--current subscriptions to the denominational magazines available in the national language and in addition at least one current subscription to a denominational magazine for children, and secular magazines as recommended by the department of Education.

- e. Provision to be made annually for the purchase of new books as needed (at least LL 1 or its equivalent per pupil per year.)

4. Audio-visual.

- a. Projector: for slides and film strips
- b. Record player or tape recorder
- c. Selection of at least 12, 78 R.P.M. records appropriate for music instruction and appreciation or its equivalent in tape or long-play records

B. Health, Physical, Education, and Recreation.

1. Equipment and supplies for physical education and recreation shall be provided in harmony with the needs of the pupils. Social group games under the supervision of the teacher or physical education director are preferred to individual use of recreational equipment. For younger pupils swings, bars, and the like are often found helpful; for older pupils volleyball and/or basketball equipment.

IV. Administration and Finance

A. School Board.

1. Organization: The administrative body shall be a school board, or mission committee. It is recommended that in intermediate schools and in elementary schools with four or more teachers the principal of the school be invited to attend mission committee when items affecting his school are being considered.
2. Meetings: The school board or mission committee shall meet at a regular time and place or as often as necessary.
3. Functions: The functions of the school board shall include the following:
  - a. In counsel with the mission educational superintendent to employ the teacher or teachers, to set their period of service, to sign a contract with said teacher or teachers, and in multiple-room schools to appoint one of the teachers as the principal.
  - b. To equip and maintain the school plant.
  - c. To assume financial responsibility for the operation of the school in harmony with denominational policies.
  - d. To set up standards for admission to the school, the regulations governing pupil conduct.
  - e. To support the teacher in the administration of the school within denominational policies.

- f. To see that the daily and yearly schedule is followed in harmony with Mission, Union, Division, and local government regulations.
- g. To limit the teachers' load to standards of educational policies in the Middle East Division. To employ the personnel to perform janitorial and maintenance services in the school.

4. Reports and records.

Complete, accurate minutes shall be kept of each meeting.

B. Financial policies.

- 1. Budget: The board shall prepare and adopt a balanced budget prior to the opening of the school term.
- 2. Provision shall be made in the budget for an annual expenditure for library, instructional, and recreational equipment and supplies.

V. Teacher Qualifications and Responsibilities

A. Certification.

The teacher shall hold a valid denominational certificate.

B. Time Standards.

- 1. An absolute minimum of 175 full days of classroom instruction, exclusive of holidays and field days, except in countries where by law more days of instruction are required.
- 2. The minimum length of the daily session including recess shall be in harmony with requirements of the local ministry of education except in cases where the standard is lower than those of the Middle East Division Department of Education.
- 3. The minimum length of class periods shall be :
  - a. Basic subjects--15 minutes.
  - b. Vocational subjects-- $1\frac{1}{2}$  hours per week.
  - c. Art, music, handwriting, and crafts--1 hour each per week.

C. Course of Study.

The official course of study approved by the union and mission shall be followed.

D. Teacher Efficiency.

Teacher efficiency shall include daily arrival at school 30 minutes before it opens and the supervision and efficient direction of all school activities, classes, study periods, play periods, lunch periods, and other features of the school program.

Records and Reports.

1. The teacher shall keep the Daily Register records complete, up to date, with all entries in ink.
2. All required reports shall be made out accurately and fully, and mailed promptly to the mission.
3. Pupil grades shall be entered in the register, and report cards shall be distributed promptly each period.
4. A cumulative record card or equivalent for each pupil shall be kept up to date.

F. Public Programs.

The public programs shall be of such a nature as to represent properly the objectives and standards of Seventh-day Adventist schools.

G. Faculty Meetings.

In multiple-room schools regular faculty meetings shall be held at least once a month.

VI. Home and School Association

There shall be an organized, active Home and School Association, meeting periodically during the school year.

VII. The School Health Program  
(See Health Manual for S.D.A. Schools)

A. Health Instruction. (Including Temperance and Safety.)

1. One opening exercise each week shall be devoted to health instruction as presented in School Health.
2. The health education sections of the course of study and/or the health instructional materials furnished by the educational secretary shall be used.
3. Organized emergency drills shall be conducted once each month.

B. Health Service.

Provision shall be made for:

1. Physical inspection in harmony with the policies of the Middle East Division Department of Education and follow-up program early in the school year.
2. The care of emergency sickness and injury.
3. The prevention and control of communicable diseases.

T H E   I N T E R M E D I A T E   S C H O O L

In addition to all the applicable standards set forth in the manual for elementary schools (carrying grades 1-8), the following standards shall apply to the intermediate school (carrying grades 9 and 10).

I. Authorization

A formal application to teach secondary subjects shall be made by the Mission committee to the Union Mission Committee by April. If the application is approved, the school will receive written authorization from the Board of Regents.

II. Faculty

A. Certification

Each teacher of secondary subjects shall hold a valid, denominational intermediate or secondary certificate. Each teacher of secondary subjects shall have completed a minimum of one college course in not less than 75 per cent of the secondary subjects he teaches.

B. Teacher Load.

1. The maximum load for each teacher shall be six secondary subjects or a combination of secondary subjects and/or elementary grades not to exceed six.
2. The principal's load shall be adjusted in proportion to his administrative duties.

III. Curriculum

A. Subjects.

As recommended by Union Educational Department.

B. Teaching Standards.

In harmony with Division educational policy and to satisfy local ministry of education.

IV. Equipment

In addition to the applicable facilities, equipment, and teaching supplies listed for the elementary school, the following additional items shall be provided for the intermediate school:

A. Library.

Provision shall be made for:

1. A minimum of 100 additional titles suited to the curricular and extracurricular needs of ninth and tenth grade students.
2. At least three additional magazines suited to the needs of ninth and tenth grade students.



3. The purchase of new books and supplies as needed. (Library expenditures should equal at least LL 1 per pupil enrolled per year, or its equivalent.)

B. Laboratory.

An instructor's science demonstration table equipped with running water (or equivalent facility), and electric and gas (or equivalent) outlets shall be provided.

C. Special equipment.

Special equipment shall be provided as follows:

1. Bible.

- a. A set of Bible maps containing at least the following:

1. Palestine--during Ministry of Jesus.
2. The Journeys of Paul
3. Egypt and Sinai Peninsula during the Exodus from Egypt.
4. The land of Palestine in Biblical times.

- b. Bible atlas.

2. History.

Set of History maps.

3. Vocational (as prescribed by the syllabus, text book, or needs of the subject.)

6. Denominational certification of teachers.

To look with favour on issuing four denominational certificates to teachers as follows: Administrator, Professional, Standard, Provisional. The standards of these certificates are to be determined by the Division Board of Regents with Division Committee approval.

7. Recruitment of teachers.

To adopt the following plan for teacher recruitment:

Whereas, there is a shortage of well-trained and qualified teachers; and

Whereas, the demand for Christian teachers exceeds the current supply;

Therefore, in addition to a strong counseling program for ministerial and Bible instructor recruitment,

We recommend to the Division that

1. A vigorous and continuous program of teacher recruitment should be undertaken in all of our churches and schools, the details to be worked out through promotion by the Division Department of Education.

2. That pastors, teachers, and parents encourage our children and youth of all ages to consider prayerfully the great ministry of the Christian teacher as one of the calls to service.
3. That an annual survey of the administrators of secondary schools and Middle East College be made by the Division Department of Education.
4. That this interest be followed up and developed by personal counseling during the secondary school and college experience.
5. That the Division Educational Secretary be urged in his visits to intermediate and secondary schools promote teacher education and teacher recruitment.
6. That an attractive special "Be a Christian Teacher" brochure be prepared by the Division Department of Education in the Arabic, Armenian, and Farsee languages.
7. That some appropriate pictures on teaching be prominently displayed in secondary schools and at Middle East College.
8. That Career Days be encouraged in the secondary schools and at Middle East College for worker training inspiration.
9. That a yearly Education Day be planned for each secondary school and for Middle East College and that the activities include participation of the faculty and available Division, Union, and local mission personnel, besides representative teachers brought in from other schools for the occasion. Activities should include the chapel program, interviews, and discussions on teaching.
10. That we invite all secondary and college teachers to be alert to counsel and encouraging promising and successful students in their respective classes to consider seriously teaching as a lifework.
11. That we encourage the formation of Teachers of Tomorrow Clubs in the secondary schools and college.
12. That the respective Unions and the detached Mission consider the implementation and activation of a worthy student loan fund, if necessary, such as is found in the Middle East Division Working Policy.

#### 8. Recruitment of Nurses:

To adopt the following recommendations for meeting the need of well-trained nursing personnel:

1. Whereas, the educational standard of candidates coming to our school of nursing is too low for the standard of training we should be offering in this field, we

RECOMMEND: That as soon as possible we accept only secondary school graduates as candidates for the school of nursing.

2. Whereas, many young ladies are prevented from attending secondary school because of financial hardship, we

**RECOMMEND:** That each Union and detached Mission and the Dar Es Salaam Hospital establish loan funds to assist young Seventh-day Adventist ladies who are preparing for entrance to our Nurses Training School. This financial aid program will apply to the last two years of Secondary School. Students accepted into this program, will be expected to take a full schedule of class work, and financial arrangements will be made with their local Union or detached Mission Committee in order that this may be possible. The amount of financial aid shall be the minimum amount necessary to enable a student to take a full scholastic load as authorized. The Dar Es Salaam Hospital will share equally with the Union or detached Mission in the subsidy decided upon by the respective committee, up to a maximum of ten students in each of the last two years of secondary school. Students drawing from this fund will sign contracts guaranteeing at least two years of service following their graduation from the School of Nursing. The loan may be repaid either in kind or by service. Two years of graduate nursing service will cancel the note signed for one year of help in the Secondary level. Students are expected to maintain at least a "C" average in their class work. If for any reason they will leave the training program they will pay the loan as soon as they are able. If they should be employed by the denomination in other work, they will repay the loan at the rate of 10% of their salary per month.

3. In screening candidates for admission, we

**RECOMMEND:** That the Admissions Committee of the Middle East College process applications to this plan. Each applicant must have the recommendation of the Union Educational Secretary of his or her respective Union.

4. **RECOMMEND;** That for graduate nurses who are accepted as regular mission workers upon completion of the course of study, the employing body will refund one year's subsidy for each year of service to the contributing organization.
5. Whereas, we desire to develop a qualified national faculty for our school of nursing, we

**RECOMMEND:** That the Division Medical Department, in consultation with the Educational Department of the Middle East Division and the General Conference Medical Department, lay plans for a post-graduate educational program for national nurses of exceptional talent which will qualify them for faculty membership and positions of leadership in our school of nursing.

6. Whereas, we wish to inspire the youth of our field with a desire for service in the nursing profession, we

**RECOMMEND:** That the Division Medical Secretary in conjunction with the Dar Es Salaam School of Nursing hold Biennial recruiting rallies in at least the following centers: Baghdad, Beirut, Cairo, Teheran, Amman.

9. Completion of Bible workbooks in Arabic

To request the Division to make provision for the completion of the Bible workbook and teacher manual material in Arabic. It is understood that the following material is available: Grades 3 & 4, odd and even years

Grades 5 & 6, odd year, (authorization for the even year has been granted by committee action #2284.)

Needed: Grades 1 & 2, even year, (1959-60)

7 & 8 " " "

Grades 1 & 2, odd year, (1960-61)

7 & 8 " " "

10. Alternation Plan

To adopt an amendment of the alternation plan for Bible teaching to include work for grades 9-12 as follows:

Odd year alternation:

Grades 9, 10 Life and Times of the Old Testament  
 " 11, 12 Principles of Life

Even year alternation:

Grades 9, 10 Development of the Christian Church  
 " 11, 12 Story of our Church, Facing Life

It is understood that in the teaching of Bible all schools follow the grade grouping plan as indicated above.

11. Physical examinations and health record forms

To recommend that the medical examination of pupils referred to in committee action #1839 be defined to apply to new pupils and pupils in grades 1, 4, 11, and 13. It is further recommended that the health records to be used be the GC Health Record Forms C-26A and C-27.

12. Appointment of teachers

To recommend that calls for teachers be placed as early in the year as possible and that schools have their teaching staff assigned by the end of April if at all possible.

13. Subscriptions to professional journals

That in addition to the subscription for the Journal of True Education according to policy, schools subscribe to two or three educational journals in the national language and that these be made available to the faculty.

14. Education Days and Offerings in Church Calendar

That the Division Committee continue to provide two days in the year for the promotion of Christian Education and for one offering to be taken up for MEC and the other for the local training school.

15. MV Material for use of school MV Societies

To request the Division MV Department to make available to the teachers in the schools suitable material in the national language for the MV Societies in the schools.

16. Devotional Aid materials in schools

To recommend that all our schools order copies of the Treasury of Devotional Aids to be used by the teachers in preparing material for their devotional periods in the schools.

17. Use of MV Morning Watch Calendars in the Schools.

To recommend that in our schools the first five minutes of the first class of the school day be spent in consideration of the MV Morning Watch text. That for this

purpose pupils be encouraged to buy personal MV Calendars and have Bibles ready for the consideration of the text.

18. Teacher preparation in the summer for the next school year

To recommend that during the summer when there is no summer school at MEC each Union and Detached Mission plan to hold a Teachers' Institute of sufficient length to prepare our teachers to teach in the fields of Bible, and/or Music, English, Physical Education, vocational subjects.

19. Middle East Messenger special issue for Christian Education

To recommend that a special issue of the Middle East Messenger every year be devoted to the interests of Christian Education.

20. Basic Educational Organization Chart

To adopt the following basic educational organization chart:  
(Biscuit sheet at end)

21. Census of SDA children in our churches

To recommend that a complete and up-to-date census be kept on record in the educational superintendent's office, this census to be used for promotion purposes with a view to getting all our young people into our schools. This census should include the following:

1. Names and addresses of parents
2. Church membership of the parents
3. Name of the child
4. Age of the child
5. Grade completed in school
6. In SDA school or not

22. Revision of the Manual for Schools

To recommend that a revised manual for schools be prepared in harmony with the actions and policies of the MED.

23. Amendments in the Division Working Policy

To adopt the following amendments to the Division Working Policy:

1. Working Policy, p. 108

Change Article IV. Teachers, to read:

"Article IV. Accreditation of Educational Institutions."

"For the purpose of giving denominational accreditation to qualified schools within the MED, a Middle East Association of SDA Schools has been established, the executive body whereof is the Board of Regents whose duties are defined in its constitution."

That consequently par. on p. 106 beginning: "The Division Board of Regents..." be deleted.

That the subsequent articles of p. 108 be re-numbered.

2. Working Policy, p. 105, under Organization, the section be amended to read:

"Membership of the Board is composed of the Division Educational Secretary, Chairman; the officers of the Division; the Division Medical Secretary; members of the Board of Regents;. . ."

Further, p. 106, times of meeting of the board:

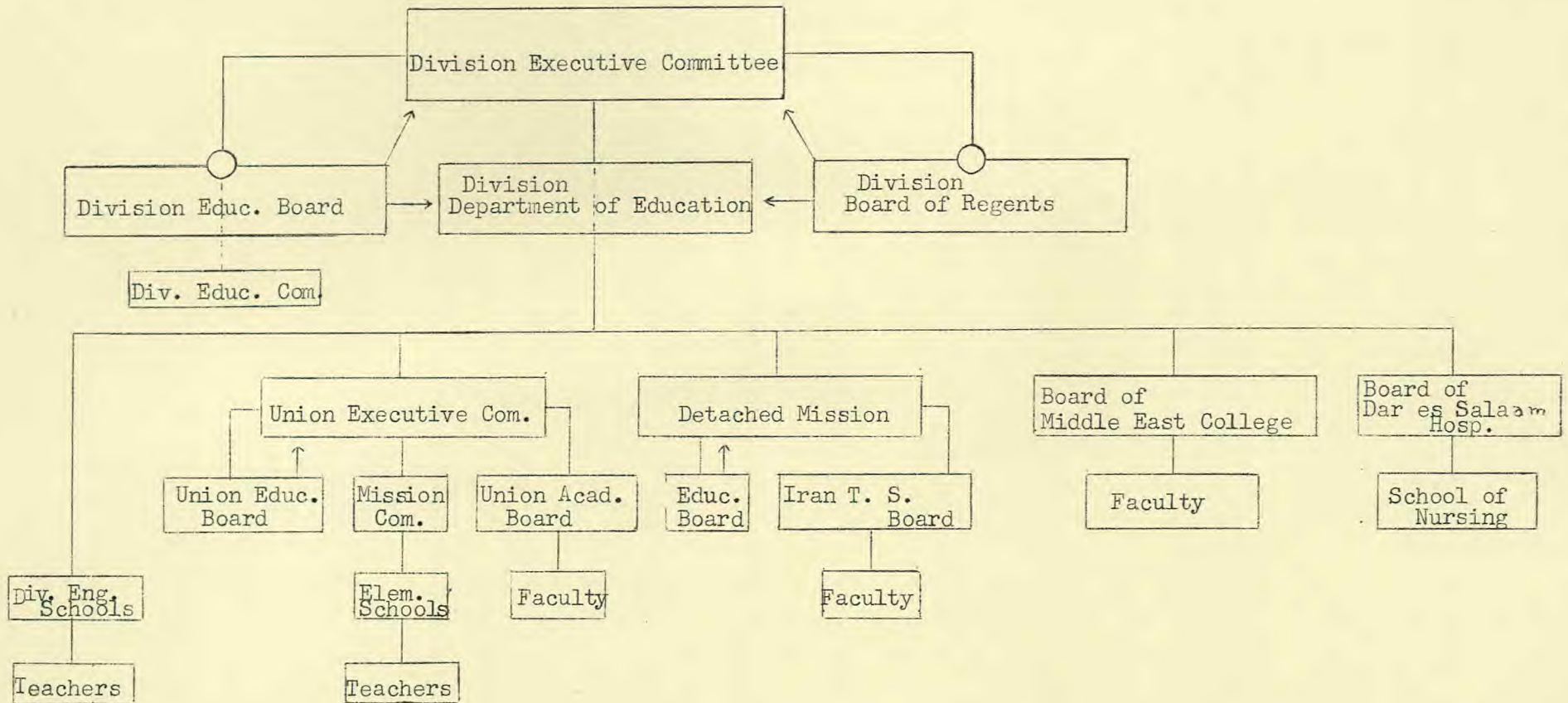
"every four years" instead of "every two years."

24. Book "Education" (abbreviated form) to be translated

To recommend that provision be made for the translation into Arabic of the book Education (abbreviated by the GC).

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BASIC EDUCATIONAL ORGANIZATION: MIDDLE EAST DIVISION



- Legend: ○ Division Educational Secretary, Chairman  
 □ Organization  
 ↑ Policy-making to be approved for administration