

STANDARD TERMS FOR USE IN THE  
HANDBOOK OF THE PENNSYLVANIA SCHOOL LIBRARIANS ASSOCIATION

TERM	CORRECT COMMITTEE NAMES
Advisory Council	Archives
Annual Business Meeting	Awards
annual conference	Budget and Finance
Association editor	Conference
ballot	Constitution and Bylaws
Bylaws	Curriculum
chairperson/s	Electronic Communications
Conference Treasurer	Intellectual Freedom
Constitution	Learning and Media
Director/s	Legislation
election	Library Promotion
Executive Committee	Media Selection and Review
handbook	Membership
(NOT "Policy Manual or "Policy Handbook")	Nominating
his/her he/she	Professional Development
(reword when possible to eliminate gender)	Professional Standards
Immediate Past President	Regional Coordinators
(NOT "Past President")	Special Needs
interim	Students
officer/s	Supervisors
other appropriate library media related organizations	Technology
PAECT	
Pennsylvania	
(NOT "Commonwealth of Pennsylvania)	
President	
PSLA (instead of Pennsylvania School Librarians Association)	
regional coordinators	
school librarians/media specialists	
school library media program/services	
school library media arm of the state government	
Secretary	
shall/will/should	
slate	
special committee/s	
special meeting/s	
standing committee/s	
state (NOT "commonwealth")	
the Association	
the Board (instead of "the Board of Directors")	
Treasurer	
Vice President	
(NOT "Vice President/President-elect)	