

ACA GOVERNING COUNCIL MEETING

MINUTES

September 10-11, 2004

I. Call to Order (Introductions, Announcements and Warm-up)

The ACA Governing Council meeting was called to order at 8:30 a.m., on September 10, 2004, at the Hyatt Regency Hotel, Arlington, Virginia. President Samuel Gladding presided. Governing Council members present for all or part of the meeting were as follows:

Patricia Arredondo, ACA President-Elect
Randy Lee Burwell, Midwest Region
Robert K. Conyne, ASGW
Bernadine L. Craft, C-AHEAD
Samuel T. Gladding, ACA President
Jane Goodman, ACA Treasurer
David B. Hershenson, ARCA
Warren F. Housley, ASERVIC
A. Michael Hutchins, CSJ
Rachel B. Kristianson, Western Region
Michael C. Lazarchick, NECA
Lynn E. Linde, Southern Region
Colleen R. Logan, AGLBIC
Stephen H. London, North Atlantic Region
Kim Long, ASCA
Cathy Malchiodi, ACC
Ja'Nitta Marbury, AMCD
Niloufer M. Merchant, External Process Observer
Juliet V. Miller, NCDA
Cynthia J. Osborn, IAAOC
Pamela O. Paisley, ACES
Mark Pope, ACA Past President
Timothy D. Rambo, Student Representative
Sylvia E. Shortt, ACCA
Molly L. Van Duser, IAMFC
Glenna Wentworth, AMHCA
S. Allen Wilcoxon, ACA Parliamentarian
F. Robert Wilson, AACE
Sandra L. Winborne, ACEG
Richard Yep, ACA Executive Director

Greta M. Krahn, AADA Representative, was unable to attend the meeting, and the Division was represented by Charlene M. Kampfe.

Others in attendance at the meeting as guests or observers, included the following:
 Mark Hamilton, AMHCA Executive Director and Chief Executive Officer
 Robin Hayes, ACA Director of Convention and Meetings
 Theresa Holmes, ACA Executive Assistant to the Executive Director
 David Kaplan, ACA Associate Executive Director, Professional Affairs
 Richard Mozier, ACA Associate Executive Director, Finance and Business Development
 Carol Neiman, ACA Associate Executive Director, Membership and Meetings
 Paul Nelson, ACA Insurance Trust Executive Director
 Clemmie Solomon, ACA Foundation Chair
 Cindy Welch, ACA Associate Executive Director, Human Resources and Office Services
 Richard Wong, ASCA Executive Director
 Nancy G. Woodward, C-AHEAD President

2. Parliamentarian's Remarks and Approval of Meeting Rules

Parliamentarian Allen Wilcoxon called attention to the proposed meeting rules and to the information regarding the handling of motions that had been distributed to the Governing Council. He then responded to questions from the body on these procedures.

It was moved by Pope and seconded by Arredondo that: The Meeting Rules for the Governing Council meeting be approved as presented. Motion passed.

3. Approval of Meeting Agenda

President Gladding called attention to the meeting agenda and asked whether anyone had changes to suggest. A request was made to remove item 4 (Association for Creativity in Counseling) from the consent agenda and to act on this motion separately.

Following some discussion and agreement on the adjustments, it was moved by Arredondo and seconded by Logan that: The Agenda for the Governing Council meeting be approved as amended. Motion passed.

4. Association for Creativity in Counseling – Division Status

It was noted that the Association for Creativity in Counseling was approved to be an Organizational Affiliate at a previous Governing Council meeting. This group now meets the requirement for Divisional membership and has applied to be advanced to Divisional status.

It was moved by Pope and seconded by Hutchins that: The Governing Council approve the Association for Creativity in Counseling as a Division of the American Counseling Association. Motion passed. Upon adoption of this motion, the representative from ACC was seated as a voting member of the Governing Council.

Approval of Consent Agenda

Agenda Items 5, 6, 7 and 8 were considered under the Consent Agenda and approved by a single motion. These items are listed individually in these Minutes in order that they will be included in the record of the meeting.

It was moved by Pope and seconded by London that: The Governing Council approve the Consent Agenda. Motion passed.

5 – Ratification of Executive Committee Actions

It was moved by Pope and seconded by London that: The Governing Council ratify the actions of the Executive Committee at the meetings of that body on May 14-15, 2004 and July 27, 2004. Motion passed.

6 – Approval of Minutes of Previous Meetings

It was moved by Pope and seconded by London that: The Governing Council approve the Minutes from the following meetings:

- a. ACA Governing Council – March 30-April 1, 2004
- b. ACA Executive Committee – May 14-15, 2004
- c. ACA Executive Committee – July 27, 2004

Motion passed.

7 – Committee and Task Force Reports

It was moved by Pope and seconded by London that: The Governing Council approve the proposal from the Public Policy and Legislation Committee that the “ACA Legislative Service Award” be renamed the “ACA Federal Legislative Service Award.” Motion passed.

8 – Officer Reports

Reports from the President, President-Elect and Past President are to be submitted at each Governing Council meeting. These reports are for information only and do not require any action.

This concludes the Consent Agenda

9 – Treasurer’s Report

Treasurer Jane Goodman reported on the current financial status of the Association and provided the most recent information on income and expenses for the current year. She then responded to questions from the group and there was a discussion of various aspects of the budget and the financial areas. The Treasurer’s report was for information only and no action was required.

10 – Executive Director’s Report

Executive Director Richard Yep presented a report on the status of a number of activities and projects that are currently being carried out. He provided information on membership efforts, on current and pending publications, and on various other matters that ACA headquarters is involved with. He then responded to questions from the group and there was discussion of several of the topics included in the report. The Executive Director’s report was for information only and did not require action.

11 – Insurance Trust

Dr. Michael Hutchins, Chair of the ACA Insurance Trust, reported on activities of the Trust. He noted that there is a significant increase of persons insured over a year ago and that indications are that the Trust is recovering from the problems that had occurred last year surrounding the carrier. This report was for information only and there was no action required by the Governing Council.

12 – Practice Research Network

Dr. David Kaplan, ACA Associate Executive Director for Professional Affairs, submitted a report from the Practice Research Network on its activities to this point. He outlined the work that this Network has done before and noted that the co-chair of the Network, Dr. Loretta Bradley, will go to England shortly to pick up an award for their work. This report was for information only and did not require any action by the Governing Council.

13 – ACA Foundation Report

The Chair of the ACA Foundation, Dr. Clemmie Solomon, reported on the current status of the ACA Foundation and on the activities that are presently being carried out by the Foundation. His report was for information only and did not require any Governing Council action.

14 – Task Force on Policies and Procedures Manual

The Executive Committee had previously approved the formation of a Task Force on Policies and Procedures Manual to look at the Manual and clean up any discrepancies. President Gladding reported that he is in the process of establishing this Task Force. No Governing Council action was required at this meeting.

15 – Task Force on Membership

At an earlier meeting, the Executive Committee had approved the formation of a Task Force on Membership. President Gladding reported that he is in the process of establishing the Task Force. There is no Governing Council action required at this time.

16 – Affiliate Membership Proposal

Attention was called to a proposal developed by AMHCA Past President Gail Adams for a type of affiliate membership to accommodate groups in a status other than a Division or Organizational Affiliate. After some consideration, it was proposed that the Governing Council move to a more informal procedure to continue with the discussion of the proposal.

It was moved by Pope and seconded by Paisley that: The Governing Council move to informal discussion of this proposal for thirty minutes. Motion passed, and the group continued the discussion in a more informal manner.

As the Governing Council reached the end of the day's session, the feeling was expressed that more discussion may be needed on this topic.

Therefore, it was moved by Hutchins and seconded by Wilson: That this topic be the first item on the agenda for Saturday morning. Motion passed.

17 – AASCB Interest in APCO

Attention was called to a letter that had been received from the American Association of State Counseling Boards (AASCB) in which AASCB expressed an interest in collaborating with ACA in some structured manner. It was noted that at a previous meeting, the Governing Council had approved the creation of an Alliance of Professional Counseling Organizations (APCO) and that this seemed like a way to collaborate with the AASCB.

It was moved by Conyne and seconded by Long that: The Governing Council move to approve the application of the American Association of State Counseling Boards (AASCB) as a member of the Alliance of Professional Counseling Organizations (APCO).

In discussion of this motion, it was pointed out that before accepting any organizations into this type of membership, it is necessary to develop a structure and method of implementing such membership. At the present time, the APCO has been authorized but there is no determination of how it would work and what would be involved.

As a result of the discussion, by agreement of maker and seconder, the motion was withdrawn without objection.

It was then moved by Pope and seconded by Hutchins that: The ACA staff and the AASCB staff be asked to develop a memorandum of understanding to solidify the relationship between the two associations subject to ratification by both governing boards. Motion passed.

18 – Bylaws Revisions

An item on Bylaws Revisions was placed on the Agenda in the event the Bylaws Committee submitted any proposed amendments to any entity Bylaws. As there were no Bylaws revisions submitted, there was no action on this item.

19 – Diversity Training

ACA Policy mandates that at the first Governing Council meeting of an association year, there be some type of diversity training. In accordance with this policy, a presentation was given by Warren Housley on the topic "Aging: In Inevitable Force in the Fabric of Life.". This did not require any action by the Governing Council.

20 – Ethics Adjudication Process

President Gladding provided an update on the earlier action concerning this process and on the appointment of an Ethics Appeals Panel. No further action was required by the Governing Council at this time.

Promoting Positive Action Between Governing Council and COPARC Regarding Membership and Partnership

There was a discussion of the relationship between the Governing Council and the Council of Presidents and Region Chairs (COPARC) and the problem of how to improve communication and to clarify the roles of each group.

It was moved by Conyne and seconded by Logan that: The Governing Council votes to (1) form a Blue Ribbon Commission on Membership and Partnership representing both Governing Council and COPARC and co-chaired by Governing Council and COPARC representatives; (2) Provide all relevant information and historical perspective; (3) Clarify roles and responsibilities for action with a time frame; (4) Formal liaison relationship of COPARC to Governing Council and of Governing Council to COPARC be established. Motion passed.

Requirement of Divisional Membership

There was a discussion of relationships between ACA and the Divisions and the concerns of the Divisions in regard to their membership.

It was moved by Hutchins and seconded by Logan that: ACA Bylaws be amended to require that any member of ACA must maintain concurrent membership in one or more Divisions.

It was moved by Pope and seconded by Lazarchich that: This motion be referred to a committee to be determined by President Gladding. Motion passed. (It was agreed that a report is to be submitted to Governing Council by the Spring 2005 meeting.)

21 – Update on Financial Impact of Recognizing Long Standing Members

At an earlier meeting, the Governing Council had discussed the idea of providing some type of recognition to long standing members of the Association. That discussion had been referred to the Financial Affairs Committee for its recommendations.

Treasurer Jane Goodman reported that the Financial Affairs Committee has looked at this action, but needs additional information from the Awards Committee on what methods of recognition for long standing members might be considered in order to provide an impact statement for such methods.

Although there was no formal action, this matter will be referred to the Awards Committee for its consideration.

22 – Membership Dues

At a previous meeting, the Governing Council voted to implement a provision for installment payment of membership dues, and directed that a progress report be given at this meeting. Treasurer Jane Goodman indicated that the Financial Affairs Committee has discussed this matter. She advised that this is a very complex issue and there are a number of things that need to be considered before the Committee can make any recommendations.

The Governing Council took no further action on this proposal at this meeting.

23 – Publishing Counseling Works in Spanish

At the March 2004 meeting, the Governing Council had directed the identification of methods to provide publications in Spanish and to report back to this meeting. There was no further information regarding possible translation of any publications into Spanish. However, a proposal was submitted for production of training videos in Spanish and action on this is shown under New Business.

24 – ACA Motion on Medscape

Attention was called to a proposed resolution to form an agreement with Medscape to allow counselors to receive CEUs for Medscape under the auspices of ACA.

It was moved by Wilson and seconded by Wentworth that: The Governing Council approve the resolution concerning formation of an agreement with Medscape concerning continuing medical education modules. Motion passed. The resolution as adopted by this motion reads as follows:

WHEREAS, It is in the general interest of counselors to be fully informed of best practices in all applications of counseling with all populations seeking counseling services; and

WHEREAS, It is in the specific interest of counselors who work with clients experiencing serious or chronic mental health problems to be able to identify, describe, and apply best practices in conceptualization and treatment of such mental and emotional disorders; and

WHEREAS, It is in the interest of the American Counseling Association to provide and facilitate access by counselors to the highest quality continuing education offerings; and

WHEREAS, It is in the interest of the American Counseling Association to develop collaborative relationships with allied professions; and

WHEREAS, Medscape, a web-based provider of medical continuing education, provides high quality continuing education offerings in the area of biopsychosocial treatment of individuals with serious mental and emotional disorders; and

WHEREAS, Medscape has offered to form a relationship with the American Counseling Association; and

WHEREAS, Within the parameters of this relationship, at no direct cost to the American Counseling Association, Medscape will acknowledge the field of counseling and the American Counseling Association on its website thereby enhancing the image of counseling and its primary association among the professions of psychiatry, medicine, nursing, and allied professions engaged in the treatment of serious mental and emotional disorders; and

WHEREAS, Within the parameters of this relationship, at no direct cost to counselor participants, Medscape will provide certification of completion of continuing education modules in the area of conceptualization and treatment of serious mental and emotional disorders; and

WHEREAS, Within the parameters of this relationship, the American Counseling Association will permit Medscape to offer, under the authority of the American Counseling Association, counseling continuing education credit which licensed counselors submit to their state counselor licensure boards to satisfy continuing education requirements for maintaining their professional license;

THEREFORE, IT IS MOVED THAT, The American Counseling Association form an agreement with Medscape in which counselors who complete Medscape continuing education modules may be awarded counseling CEUs under the auspices of the American Counseling Association.

25 – Blue Ribbon Panel on Program Selection Proposal

This item had been placed on the agenda in view of the possibility there might be a suggestion for a change in the process. However, there was no proposal so no action was taken on this topic.

26 – Memorial Reflections on 9/11

On the anniversary of September 11, 2001, the Governing Council paused to reflect on that event and on events since that time.

27 – Update on Atlanta Convention

Robin Hayes provided the Governing Council with an update and progress report on the Atlanta Convention for 2005. No action was needed for this item.

28 – Membership and Marketing Initiatives

This item was placed on the agenda as a topic for discussion if time permitted. There was no Governing Council action on this.

29 – Strategic Planning

Governing Council policy requires that there be a Strategic Planning activity at the first Governing Council meeting of each Association year. In accordance with this policy President-Elect Patricia Arredondo led a presentation concerning strategic planning for the association. This presentation was for planning purposes only and was not intended as an action item for the Governing Council.

NEW BUSINESS – Convention Expenses for Graduate Students and New Professionals

There were four motions concerning convention expenses and activities as related to graduate students and new professionals. All of these motions were referred for further refinement. The motions are listed here, followed by the motion to refer all four.

It was moved by Marbury and seconded by Paisley that: The Governing Council votes to extend the Convention super saver registration rate for students and new professionals to February 1 of each year, beginning with the Atlanta convention.

It was moved by Marbury and seconded by Paisley that: Students and new professionals and "ABD" doctoral candidates be given a reduced convention rate beginning Fiscal Year 2006.

It was moved by Marbury and seconded by Paisley that: The Governing Council votes to find and secure graduate and new professional hotel rates.

It was moved by Marbury and seconded by Paisley that: The Governing Council moves to support counseling programs that collaborate together and/or utilize group transportation to attend conventions.

It was moved by Pope and seconded by Hutchins that: These motions be referred back to the Task Force on Graduate Students and New Professionals, to work with their Staff and Governing Committee liaisons, then to the Financial Affairs Committee and Executive Committee for an expedited review. Motion passed, and these four motion will be so referred.

NEW BUSINESS – Extension of New Professional Status and Defining Membership Status of "ABD" Doctoral Candidates

There were two additional motions related to graduate students and new professionals. Both of these motions were also referred for further refinement. The motions are listed here, followed by the motion to refer both.

It was moved by Marbury and seconded by Paisley that: The Governing Council vote to extend new professional status of membership from one year to two years.

It was moved by Marbury and seconded by Paisley that: The Governing Council votes to approve the definition of membership status of All But Dissertation (ABD) Doctoral Candidates, as recommended by the Graduate Student and New Professional Task Force.

It was moved by Pope and seconded by Hutchins that: These motions be referred back to the Task Force on Graduate Students and New Professionals, to work with their Staff and Governing Committee liaisons, then to the Financial Affairs Committee and Executive Committee for an expedited review. Motion passed, and these motions will be so referred.

NEW BUSINESS – Proposal for a Spanish Language Training Video

President-Elect Arredondo submitted a proposal for the preparation of a Spanish language training video and outlined the process through this would be produced. There was discussion of how this might be financed and of the expected impact and financial return.

It was moved by Miller and seconded by Hutchins that: Following the usual Publication Committee process and approval, the Governing Council votes to approve \$10,000 from the Publications budget for the production of Spanish language videos and to charge the Financial Affairs Committee with finding \$11,637 additional funding if it becomes available during FY 2005 without creating a deficit. If funding is not available in FY 2005 priority will be given in FY 2006. Motion passed.

NEW BUSINESS – Diversity Training for Governing Council

A proposal was submitted regarding the process for determining the diversity training that is presented each year at the Governing Council's first meeting.

It was moved by Marbury and seconded by Logan that: Topics be assigned or voted on for future Governing Council diversity training, from 2005-2007 meetings, and that a practical application and/or experiential component be included.

It was moved by Wilson and seconded by Conyne that: The Governing Council votes to separate the issues (this separates the part on assignment or voting from the part on practical application and experiential component). Motion passed, and the two parts will be considered separately.

Vote was then called for on the motion that: Topics be assigned or voted on for future Governing Council diversity training, from 2005-2007 meetings. Motion defeated.

Vote was next called for on the motion that: A practical application and/or experiential component will be included in the diversity training. Motion passed.

NEW BUSINESS – Definition of Diversity

It was moved by Marbury and seconded by Logan that: The American Counseling Association accept and use the following definition of diversity: "The concept of diversity is designed to be inclusive of multiple and intersecting inclusive identities.

It was moved by Pope and seconded by Housley that: This motion be referred to the Human Rights Committee and that the Committee be asked to gather information, especially from AMCD, AGLBIC, ASGW and CSJ, and to report back to the next Governing Council meeting in the Spring of 2005. Motion passed, and this motion will be so referred.

NEW BUSINESS – Minutes from Executive Committee Meetings

It was moved by Linde and seconded by Kristianson that: The Minutes from the Executive Committee meetings and conference calls be disseminated to Governing Council within four weeks after they occur. Motion passed.

NEW BUSINESS – Multicultural Competencies Certification Task Force

It was moved by Arredondo and seconded by Hutchins that: The Governing Council votes that \$1000 be budgeted for FY 2005 for the Multicultural Competencies Certification Task Force planning.

By agreement of the Maker and seconder, the motion was withdrawn without objection.

NEW BUSINESS – Appoint a Task Force to Examine Publishing of Counseling Materials for Non-English Speaking Individuals

It was moved by Logan and seconded by Hutchins that: The Governing Council moves to assign a task force charged with identifying ways in which ACA can communicate with individuals for whom English is not a first language. Motion passed.

NEW BUSINESS – Commendation of Scott Barstow and the Public Policy and Legislation Committee

It was moved by Wilson and seconded by Wentworth that: The Governing Council votes to commend Scott Barstow and the Public Policy and Legislation Committee for nimble, effective response to the threat to counselors scope of practice in the State of Indiana. Motion passed.

NEW BUSINESS – Bylaws Change for Student Representative

It was moved by Miller and seconded by Arredondo that: The Governing Council votes to instruct the Bylaws committee to draft Bylaws changes allowing the student representative to be a voting member of Governing Council, and to report back to the Spring 2005 Governing Council meeting. Motion passed.

NEW BUSINESS – Diversity Training

It was moved by Marbury and seconded by Logan that: The Governing Council reconsider the motion to define diversity training. (It was determined that the time allotted for the Governing Council meeting had expired and therefore this will be referred to the Executive Committee for possible consideration.)

ADJOURNMENT

It was moved by Lazarchick and seconded by Winborne that: The Governing Council meeting be adjourned. Motion passed.

The Governing Council meeting was adjourned at 5:20 p.m., on September 12, 2004.