

ACA GOVERNING COUNCIL MINUTES

MINUTES

April 12-13, 1999

Call to Order

The ACA Governing Council meeting was called to order at 8:00 a.m. on April 12, 1999, at the San Diego Marriott Hotel and Marina in San Diego, California. President Loretta J. Bradley presided. Governing Council members present for all or part of the meeting were as follows:

Jackie M. Allen, ASCA
Loretta J. Bradley, ACA President
Larry D. Burlew, AADA
Brian Cahillane, IAAOC
Edith V. Carlisle, IAMFC
Thelma T. Daley, Parliamentarian
Rita Drapkin, AGLBIC
Donna M. Ford, ACA President-Elect
Jane Goodman, NCDA
Betty S. Hedgeman, ACA Treasurer
Robert P. Hosford, AMHCA
Joseph R. Kandor, AAC
Courtland C. Lee, ACA Past President
Terri L. Lonowski, ACEG
Linda McGee, Western Region
Brian T. McMahon, ARCA
Margaret Miller, ACES
E. Christine Moll, North Atlantic Region
Mary A. Mudd, ACCA
Marlene R. Rhodes, AMCD
Floyd Robison, ASGW
Emily Jean Runion, AHEAD
Suzanne Schmidt, Southern Region
Virginia Sykes, ASERVIC
Anita Sue Walker, Midwest Region
Gaynelle Wilson, NECA
Richard Yep, ACA Interim Executive Director

Dr. Jesse B. DeEsch served as Process Observer to monitor the conduct of the meeting.

Other persons in attendance at the meeting as guests or observers included the following:

Mary Smith Arnold, Chair-Elect, ACA Public Policy and Legislation Committee
Bernal Baco, AMCD President-Elect
Robert Bakko, AMHCA President
Robert Barret, AGLBIC Past President
Scott Barstow, ACA Director of Government Relations
Helen Chapman, Chair, Policy and Procedures Manual Revision Task Force
Stuart Chen-Hayes, Treasurer, Counselors for Social Justice
Doris Rhea Coy, Former ACA President
Michael Espina, ACA Center for Effective Counseling Practices
W. Mark Hamilton, AMHCA Executive Director
Ollie Henderson, ACA Meetings Department
Janet Jones, Member, Counselors for Social Justice
David Kaplan, IAMFC President
Linda Keel, Co-Chair, ACA Ethics Committee
Judy Kovacs-Long, Former member, ACA Governing Council
Greta Krahn, ACA Treasurer-Elect
Judith Ladd, ASCA President
Judith A. Lewis, ACA President-Elect-Elect
Andrew Miller, Director, ACA Meetings Department
Richard Mozier, ACA Associate Executive Director for Finance and Operations
Carol Neiman, ACA Associate Executive Director for Professional Affairs
Beverly J. O'Bryant, Former ACA President
Nancy Perry, ASCA Executive Director
Mark Pope, NCDA President
Sandra Ritter, IAAOC President
Lonnie Rowell, CACD Convention Coordinator
Howard Smith, ACA Center for Effective Counseling Practices
Christine Larson VanSlyke, Chair-Elect, Midwest Region
Marie Wakefield, Chair, ACA Strategic Planning Committee
Pat Nellor Wickwire, Chair, ACA Bylaws Committee
Millie Woleslagle, ACA Executive Assistant

Parliamentarian's Remarks

Parliamentarian Thelma Daley presented a brief overview of the rules for the conduct of the Governing Council meeting and an explanation of the various terms and procedures used during the meeting. This report was for the Governing Council's information and required no action.

Approval of Agenda

President Bradley called attention to the proposed agenda for the meeting. She asked if anyone wished to propose changes. There were several suggestions that were agreed upon by the group.

It was moved by Robison and seconded by Mudd that: The agenda for the meeting be approved with the changes as agreed upon. Motion passed. The changes agreed upon were as follows:

1. Combine discussion/action on agenda items 11, 17 (first motion), 22 (sections 3, 4, and 5) and 23 (section 2).
2. Remove from the consent agenda the following items: 29 (c and f), 26, 30, 32, and 33.

Approval of Minutes from Past Meetings

It was moved by Robison and seconded by Mudd that: The Governing Council approve the Minutes for the following meetings:

ACA Governing Council, October 16-18, 1998
ACA Executive Committee, October 23, 1998
ACA Executive Committee, December 21, 1998
ACA Executive Committee, February 27, 1999
ACA Executive Committee, March 21, 1999

Motion passed.

Recognition of IAAOC on Its 25th Anniversary

Attention was called to the fact that the International Association of Addictions and Offender Counselors (IAAOC) has reached its 25th Anniversary as an organization.

It was moved by Lee and seconded by Kandor that: The Governing Council acknowledge the Silver Anniversary of the International Association for Addictions and Offender Counselors (IAAOC) and commend the Association for its leadership and service to the counseling profession. Motion passed.

Strategic Planning

At a previous Governing Council meeting, action was taken directing that a portion of every Governing Council meeting be devoted to strategic planning. As a result of this directive, the Chair of the Strategic Planning, Marie Wakefield, appeared before the Governing Council and led the group in a number of exercises focusing on strategic planning and designed to emphasize the need for such thinking to plan for future direction. No formal Governing Council action was required on this item.

Action on Proposal from Lewin Group – NEW BUSINESS

A proposal was presented to the Governing Council for a cooperative project with the Lewin Group in the area of substance abuse treatment.

It was moved by Schmidt and seconded by Miller that: The Lewin Group proposal be accepted by the Governing Council. The specifics of involvement will be outlined by the Research and Knowledge Committee in consultation with the CEO, IAAOC, ARCA, and AAC, and referred back to the Executive Committee for final approval. Motion passed.

Reports

President Bradley called attention to the reports from the ACA President, President-Elect and Past President. She suggested that Governing Council members read those reports and that in the interest of time, these three persons would not give additional oral reports. This procedure was accepted. No action was called for on any of these reports.

Financial Report and Report of Treasurer

Treasurer Betty Hedgeman reported to the group on the current status of the Association's finances. She explained the reports and responded to a number of questions from Governing Council members. At the conclusion of her report, Dr. Hedgeman presented several motions for consideration by the Governing Council.

It was moved by the Financial Affairs Committee that: The Governing Council adopt Tate & Tryon's FY 1998 Financial Statement audit report. Motion passed.

It was moved by the Financial Affairs Committee that: The Governing Council adopt Tate & Tryon's FY 1998 Management Recommendation letter as well as staff's response to those issues noted. Motion passed.

It was moved by the Financial Affairs Committee that: Staff, on a temporary basis not to exceed one year, track the amount of time expended on each revenue stream. Motion passed.

It was moved by the Financial Affairs Committee that: The Governing Council move with a sale-leaseback of ACA's 5999 Stevenson Avenue property. Motion passed.

It was moved by the Financial Affairs Committee that: The Governing Council authorize its leaders to negotiate the offer provided by the Fred Ezra Company for a sale-leaseback of ACA's 5999 Stevenson Avenue property. Motion passed.

It was moved by the Financial Affairs Committee that: The receipts from the sale-leaseback of ACA's 5999 Stevenson Avenue property be restricted and that no less than 75% of the proceeds be invested in Government based securities at the highest return available with a minimum rate of return of 4.5%. These restricted funds or any part may only be liquidated by a 2/3 vote of ACA's Governing Council upon recommendation of the Financial Affairs Committee. Motion passed.

It was moved by the Financial Affairs Committee that: ACA adjust its FY 2000 membership rates to \$109 for professional members and \$82 for student and retired members. Motion passed.

It was moved by the Financial Affairs Committee that: ACA does not adjust its FY 2000 Management Services rate for FY 2000. Motion passed.

It was moved by the Financial Affairs Committee that: The ACA per diem rate be adjusted from \$40 to \$42. The daily allocation would follow the following: Breakfast \$7.50; lunch \$9.50; and dinner \$25.00. Motion passed.

It was moved by the Financial Affairs Committee that: Presidential stipends be increased by 10% beginning with FY 2001. It is also recommended that this issue be reviewed periodically by the Financial Affairs Committee. Motion passed.

It was moved by the Financial Affairs Committee that: All existing policies related to Management Service Agreement rates be eliminated and replaced with the following policy: The Management Service cost recovery rates will be established to recover all costs incurred to provide those services. When the rates to provide management services are not sufficient to recover costs, the rates will be increased. However, in any given year the rates should not exceed the annual increase in the Producer Price Index. In the event the cost of providing Management Services decreases, the rates should be reviewed annually and adjusted accordingly. Motion passed.

It was moved by the Financial Affairs Committee that: Staff develop and recommend an investment policy to the Financial Affairs Committee for investment of the remaining 25% of the proceeds from the sale-leaseback, plus any other assets that are not otherwise designated by the donor or the Governing Council. Motion passed.

It was moved by the Financial Affairs Committee that: Prior to implementing any program or marketing campaign, a fully costed program and/or marketing analysis be completed and submitted to the Financial Affairs and/or Executive Committee for review. This analysis should include: program benefits; implementation costs; target markets; expected returns; pros and cons; analysis of cost; timeline; expected results; the timing of a follow up report measuring actual results to expectations; etc. It is further suggested that these plans be submitted during the annual budget process.

It was moved by Carlisle and seconded by Drapkin that: this motion concerning program cost analysis be referred back to the Financial Affairs Committee. Motion passed.

Commendations

It was moved and seconded that: High commendations be extended to Betty Hedgeman for her outstanding and caring leadership as Chair of the Financial Affairs Committee. Motion passed by acclamation.

It was moved and seconded that: Thelma Daley, Jane Goodman and Suzanne Schmidt be saluted for their knowledge, time and leadership given to the Financial Affairs Committee. Motion passed by acclamation.

Approval of FY 2000 Budget

ACA Treasurer Hedgeman presented the proposed ACA budget for FY 2000. She commented on a number of specific areas in the budget and responded to questions from the floor.

It was moved by the Financial Affairs Committee that: The Governing Council adopt the proposed FY 2000 ACA Budget. Motion passed.

Executive Director Search

Moved and seconded that: The Governing Council move into Executive Session to discuss Agenda Item 9 (Executive Director Search), and that the Process Observer, the President-Elect-Elect and the Treasurer-Elect be permitted to remain for the Executive Session. Motion passed, and the group moved into Executive Session. No Minutes are kept for an Executive Session.

Recommendations from ACA Ethics Committee

Attention was called to the proposed Ethical Standards for Cybercounseling that had been submitted for action from the ACA Ethics Committee. There was considerable discussion of this proposal, and a number of questions and concerns were raised regarding the whole area of cybercounseling.

It was moved by the Ethics Committee that: The motion that the proposed Ethics Committee Ethical Standards for Cybercounseling be immediately reviewed and approved by ACA Governing Council be referred back to the Ethics Committee with the written questions and concerns from the Governing Council and that this be re-visited at a later date. Further, that the Ethics Committee is encouraged to coordinate their efforts with the Cyber-Technology Task Force. Motion passed and the motion was so referred.

The Governing Council next considered the proposal from the Ethics Committee concerning the Layperson's Guide to Ethical Decision Making. It was noted that this document had been submitted at the previous Governing Council meeting and at that time it had been referred back to the Committee for further development.

It was moved by the Ethics Committee that: The motion that the revised proposal, as specified by members of the Governing Council, of the Layperson's Guide to Ethical Decision Making be immediately reviewed and approved by the ACA Governing Council be referred back to the Ethics Committee and be re-visited at a later date upon further clarification by the Ethics Committee. Motion passed and the motion was so referred.

The next item for consideration was the Adjudication Panel process that was submitted by the ACA Ethics Committee. It was pointed out that the Governing Council has previously approved an adjudication panel and that this motion was for the approval of the process. Further, this recommendation had also been submitted to the Governing Council for action at its last meeting at which time it was referred back to the Committee for further review.

It was moved by the Ethics Committee that: The proposed revisions specific to the Ethics Committee Adjudication Panel Process be immediately reviewed and approved by ACA Governing Council. Motion defeated.

It was moved by Runion and seconded by Lee that: The previous motion concerning the Ethics Committee Adjudication Panel Process be re-introduced later in the meeting if the Chair of the Ethics Committee can appear at the meeting to address some questions from the Governing Council. Motion passed.

Recommendations from ACA Human Rights Committee

Attention was called to the recommendation from the ACA Human Rights Committee that ACA support the doctrine of the United Nations Universal Declaration of Human Rights. During the discussion, concern was raised regarding the gender specific language included in the United Nations Declaration.

It was moved by the Human Rights Committee that: The Governing Council accepts the resolution to support the doctrine of the United Nations Universal Declaration of Human Rights. Motion passed. The resolution, as accepted, reads as follows:

If we, the members of the American Counseling Association, are to turn our desire to help others into reality, we need to turn these desires into action. It is not only our responsibility to help the men, women and children with whom we come in daily contact but it is imperative to befriend and give hope to those faceless masses who are denied the most basic of human rights. Saving the moral fabric of decent and caring societies depends solely on an impartial application of a single standard of human rights for everyone independent of political factions, ideologies, affectional orientation, or religious creeds. THEREFORE

WHEREAS, The Preamble of the *Ethical Standards of the American Counseling Association* state that we "...recognize diversity in our society and embrace a cross-cultured approach in support of the worth, dignity, potential, and uniqueness of each individual," and

WHEREAS, Standard A.2.a. *Respecting Diversity – Nondiscrimination*, states that we "...do not condone or engage in discrimination based on age, color, culture, disability, ethnic group, gender, race, religion, sexual orientation, marital status, or socioeconomic status," and

WHEREAS, Standard A.2.b. *Respecting Diversity – Respecting Differences*, states that "[c]ounselors will actively attempt to understand the diverse cultural backgrounds of the client with whom they work. This includes, but is not limited to, learning how the counselor's own cultural/ethnic/racial identify impacts her/his values and beliefs about the counseling process," and

WHEREAS, Standard C.5.a. *Public Responsibility – Nondiscrimination*, states that "Counselors do not discriminate against clients, students, or supervisees in a manner that has a negative impact based on their age, color, culture, disability, ethnic group, gender, race, religion, sexual orientation, marital status, or socioeconomic status, or for any other reason," and

WHEREAS, The mission statement of the American Counseling Association states that our stability as an organization is based on social responsibility, and

WHEREAS, The *Guidelines for Providers of Psychological Services to Ethnic, Linguistic, and Culturally Diverse Populations* (APA), Office of Ethnic Minority Affairs, designates the responsibilities by members in providing culturally relevant services, and

WHEREAS, To safeguard our impartiality and ensure the full protection of human rights for all people, in the event of non-agreement regarding issues of human rights,

BE IT RESOLVED, That the American Counseling Association supports the doctrine of the United Nations Universal Declaration of Human Rights. (The United Nations Universal Declaration of Human Rights is attached to these Minutes as Attachment A.)

It was moved by Schmidt and seconded by Burlew that: The President be encouraged to contact the United Nations to actively pursue changes in the gender specific language. Motion passed.

Attention was then called to the Proposed Guidelines for Resolutions on Social Issues and Human Rights that had been submitted by the Human Rights Committee.

It was moved by Robison and seconded by Runion that: The Proposed Guidelines for Resolutions on Social Issues and Human Rights be accepted by the Governing Council.

Following some discussion, it was moved by Runion and seconded by Lee that: The motion be tabled until a later point in the meeting. Motion passed and the motion was tabled.

It was moved by Goodman and seconded by Runion that: The motion to table also include the other similar agenda items that the Governing Council had agreed to consider at the same time. These included item 17 (first motion); item 22 (sections 3, 4, and 5) and item 23 (section 2). Motion passed and all of the items were tabled.

Recommendations from ACA Bylaws Committee

The next item for discussion was the recommendations from the ACA Bylaws Committee. It was noted that the Committee had been charged with submitting recommendations for amending the Bylaws so they would be consistent, particularly with the action taken previously to change the membership requirements. The Governing Council considered the recommendations submitted at this meeting, and discussed the specific amendments being proposed.

It was moved by Allen and seconded by McGee that: The Governing Council approve the specific recommendations for amendments to the ACA Bylaws as submitted by the Bylaws Committee, and with the modifications as agreed upon by the Governing Council. Motion passed. (The modifications made by the Governing Council were made to Item 10 in the list of amendments and these were to change the number to Section 1. 3) and to delete everything following the first sentence.) (The amendments to the ACA Bylaws, as approved by the ACA Governing Council, are attached to these Minutes as Appendix B.)

It was noted that legal opinion had been sought on several items in the ACA Bylaws and the Governing Council, by consensus, agreed that the attorney's comments be forwarded to the Bylaws Committee for study.

The Bylaws Committee had also submitted its recommendations to adopt the revised Bylaws for three State Branches of ACA, and these were considered by the Governing Council.

It was moved by Allen and seconded by Cahillane that: The Governing Council adopt the revised Bylaws of the New Jersey Counseling Association, the North Dakota Counseling Association, and the Kentucky Counseling Association, with the proposed changes as recommended by the ACA Bylaws Committee. Motion passed.

Recommendations from ACA Human Rights Committee

It was moved by Robison and seconded by Drapkin that: The motion to accept the Proposed Guidelines for Resolutions on Social Issues and Human Rights be removed from the table. Motion passed, and this motion was again on the floor.

It was moved by Robison and seconded by McGee that: The Proposed Guidelines for Resolutions on Social Issues and Human Rights be referred to the Social Issues Task Force for further development in consultation with the Human Rights Committee after the ACA Human Rights Open Forum. Motion passed and the document is so referred.

Motion from ACA Public Policy and Legislation Committee

Since the Governing Council had determined to discuss all proposed items dealing with human rights and social issues together, the next item that was considered was the proposal from the Public Policy and Legislation Committee to establish a position on “reparative therapy.”

It was moved by the Public Policy and Legislation Committee that: The ACA Governing Council adopt a position opposing the promotion of “reparative therapy” as a “cure” for individuals who are homosexual. Motion passed.

Recommendations from ACA Ethics Committee

At this point in the meeting, the Co-Chair of the ACA Ethics Committee, Linda Keel, appeared before the Governing Council and responded to the questions that had been raised earlier in the meeting regarding the Adjudication Panel Process submitted by the Ethics Committee. Dr. Keel discussed the background for the proposed adjudication process and responded to a number of questions.

Following the appearance of Dr. Keel, it was moved by McMahon and seconded by Burlew that: The Governing Council reconsider the motion concerning the Adjudication Panel Process. Motion passed.

It was then moved by Lee and seconded by McMahon that: The proposed revisions specific to the Ethics Committee Adjudication Panel Process be immediately reviewed and approved by the ACA Governing Council. Motion passed.

Motions from Western Region

At this point in the meeting, the Governing Council returned to consideration of the several motions on social issues that had come from several sources. The first series of motions had been submitted by the Western Region.

It was moved by McGee and seconded by Rhodes that: The ACA develop a process to approve or disapprove position statements and resolutions of national concern at its annual meeting of the membership at the national conference. Motion withdrawn by the maker and seconder with the understanding that this issue and similar issues will be referred to the Social Issues Task Force to develop a process.

It was moved by McGee and seconded by Rhodes that: The Governing Council moves to rescind the following resolutions as written: #1 on appropriate counseling responses to sexual orientation; #2 on removal of same gender sexual orientation from the new revision of the Chinese Classification of Mental Health; and #5 on supporting of rights of same gender marriage, until they can be fully considered by members of ACA at their annual conference.

It was moved by Burlew and seconded by Runion that: The motion be tabled. Motion passed and the motion was tabled.

It was moved by McGee and seconded by Walker that: Resolutions relating to controversial social justice issues be presented to Governing Council members at least thirty days prior to scheduled Governing Council meetings, thereby allowing Governing Council representatives time to discuss the issues with their constituencies.

In the discussion of the motion, it was noted that there is already a policy in place that would carry out the intent of the motion.

As a result of the discussion, by agreement of maker and seconder, the motion was withdrawn.

Motions from Southern Region

It was moved by Schmidt and seconded by McGee that: The Governing Council accept the resolution submitted by the Southern Region as ACA Policy. Motion defeated.

Social Issues Task Force Report

The Chair of the Social Issues Task Force, Dr. Jane Goodman, reported on plans for the Open Forum to be conducted during the San Diego Conference. This report was for information only and did not require any further action.

Multicultural/Diversity Task Force Report

The Chair of the Multicultural/Diversity Task Force, Dr. Courtland Lee, reported on the activities of the Task Force. He indicated that the Task Force will submit a written report by June 1. No action is indicated concerning this Task Force at this time.

Motions from ACA Public Policy and Legislation Committee

It was moved by McMahon and seconded by Carlisle that: The ACA Governing Council allocate 5% of the Association's annual budget to public policy activities under the Department of Public Policy and Information.

There was discussion of what such an allocation might mean in terms of other Association activities and also discussion of lobbying activities and the limits that must be adhered to in order to not jeopardize the non-profit status of the association with the IRS.

Following discussion of the motion, it was moved by Runion and seconded by Lee that: This motion be referred to the Financial Affairs Committee for its recommendation. Motion passed and the motion is so referred.

Motions from Nominations and Elections Committee

It was noted that the Nominations and Elections Committee has submitted several proposed actions for Governing Council consideration that are intended to improve and streamline the process.

It was moved by the Nominations and Elections Committee that: ACA suspend the current Nominations and Elections Policies and Procedures on the balloting process for one year. Motion passed.

It was moved by the Nominations and Elections Committee that: ACA develop a process to include ballots for ACA, Regions and Divisions with Management Service Agreements electing this service in *Counseling Today*. Motion passed.

It was moved by the Nominations and Elections Committee that: Votes for ACA President-Elect, Regions, and Divisions electing this service be processed by ACA staff with oversight by the Chair of the Nominations Committee and that elections results be verified by an independent auditor. Motion passed.

It was moved by the Nominations and Elections Committee that: The Nominations and Elections Committee undertake a revision of the ACA Nominations and Elections Policy and Procedures to be completed by February 2000. Motion passed.

It was moved by the Nominations and Elections Committee that: ACA conduct a workshop for Nominations and Elections chairs at the national conference beginning in 2000. Motion passed.

Approval of New Organizational Affiliate - Counselors for Social Justice

Attention was called to the application from the Counselors for Social Justice to become an Organizational Affiliate of ACA. It was pointed out that the group has met the requirements for this status, and there was some discussion of the procedures for attaining Organizational Affiliate status and how the various steps had been carried out.

It was moved by Allen and seconded by Goodman that: Since the Counselors for Social Justice have met the requirements for becoming an Organizational Affiliate of the American Counseling Association, that the Governing Council approve them for Organizational Affiliate status. Motion passed.

Management Service Agreement Rates

Earlier in the meeting, a motion had been referred to the Financial Affairs Committee concerning program cost analysis. The committee was asked to come up with a substitute motion that would clarify what the earlier proposed action intended. At this point in the meeting, the Committee presented its proposed motion on this subject.

It was moved by the Financial Affairs Committee that: The annual Management Service Agreement rates be established on a cost recovery basis. This should not exceed the Producer Price Index. Motion passed.

Motion from AAC

The Governing Council was advised that this statement is being submitted for Governing Council endorsement in order to continue the association's collaborative relationship with significant professional associations in the area of testing.

It was moved by Kandor and seconded by Lee that: ACA endorse the Joint Committee on Testing Practices (JCTP) statement on "Test Taker Rights and Responsibilities." Motion passed. (The statement on "Test Taker Rights and Responsibilities" is attached to these Minutes as Attachment C.)

Motion from AHEAD

The Governing Council was advised that the Association for Humanistic Education and Development has voted to change the name of the Division as well as the name of its official journal. Such a change requires approval by the ACA Governing Council.

It was moved by Runion and seconded by Kandor that: The name of the Association for Humanistic Education and Development (AHEAD) be changed to the Counseling Association for Humanistic Education and Development (C-AHEAD) and that the title of the journal be changed from *The Journal of Humanistic Education and Development (JHEAD)* to *The Journal of Humanistic Counseling, Education and Development (JHCEAD)*. Motion passed.

Recommendations from Policies and Procedures Manual Revision Task Force

The Governing Council discussed the revision to the Policies and Procedures Manual that had been submitted by the Task Force, and the several motions that were presented for action. There was some discussion of the document and a number of questions were raised about specific items in the revised Manual.

As a result of the discussion, it was moved by Moll and seconded by Walker that: The Governing Council adopt the revised Policies and Procedures Manual, in concept, but with refinement to be made by the Executive Committee. Any changes, concerns or edits will be given to President-Elect Donna Ford by May 15, 1999. Motion passed.

Approval of Consent Agenda

It was moved by Lee and seconded by Schmidt that: The Governing Council approve the consent agenda. Motion passed.

Although this motion approved all of the items on the consent agenda, the items on the consent agenda are listed as individual motions in the Minutes in order that the record can reflect each specific item and the action taken on each. The actions on these items follow.

Approval of 1999-2000 Committee Appointments

It was moved by Lee and seconded by Schmidt that: The Governing Council approve the appointments to the ACA Committees as submitted by President-Elect Donna Ford. Motion passed. The Committee appointments as approved by this motion are as follows:

Helen Chapman - Bylaws Committee (expiration 6/30/02)
Jo-Ann Lipford-Sanders - Ethics Committee (expiration 6/30/02)
Carole Minor - Ethics Committee (expiration 6/30/02)
Wyatt Kirk - Human Rights Committee (expiration 6/30/02)
Scott McGowan - Human Rights Committee (expiration 6/30/02)
Martha Russell - Interprofessional/International Collaboration Committee
(expiration 6/30/02)
Charles Latimer - Interprofessional/International Collaboration Committee
(expiration 6/30/02)
Ann Vernon - Media Committee (expiration 6/30/02)
Garry Walz - Nominations and Elections Committee (expiration 6/30/01)
Robin Lee - Professional Development Committee (expiration 6/30/02)
Rhonda Paul - Professional Development Committee (expiration 6/30/02)
Michael Altekruze - Professionalization Committee (expiration 6/30/02)
Jane Goodman - Professionalization Committee (expiration 6/30/02)
Renee Stanton - Public Awareness and Support Committee (expiration 6/30/02)
Jennifer Bramer - Public Awareness and Support Committee (expiration 6/30/02)
Barbara Blaine - Public Policy and Legislation Committee (expiration 6/30/02)
Carolyn Greer - Public Policy and Legislation Committee (expiration 6/30/02)
Joe Dear - Research and Knowledge Committee (expiration 6/30/02)
Daya Shandu - Research and Knowledge Committee (expiration 6/30/02)
Richard Hazler - Strategic Planning Committee (expiration 6/30/01)
Neva Owens - Strategic Planning Committee (expiration 6/30/02)
Judy Kovacs-Long - Strategic Planning Committee (expiration 6/30/02)

It was moved by Lee and seconded by Schmidt that: The Governing Council approve the Chairs and Co-Chairs of ACA Committees for 1999-2000 as submitted by President-Elect Donna Ford. Motion passed. The Chairs and Co-Chairs approved by this motion are as follows:

Pat Nellor Wickwire - Chair, Bylaws Committee
Sherlon P. Brown - Co-Chair, Ethics Committee
Carmen Williams - Co-Chair, Ethics Committee
Robert Davison-Aviles - Chair, Human Rights Committee

John L. Carew - Chair, International/Interprofessional Collaboration Committee
Roger D. Herring - Chair, Media Committee
Loretta J. Bradley, Chair, Nominations and Elections Committee
Patricia Arredondo - Chair, Professional Development Committee
Jesse B. DeEsch - Chair, Professionalization Committee
Jennifer Bramer - Co-Chair, Public Awareness and Support Committee
Stuart Chen-Hayes - Co-Chair, Public Awareness and Support Committee
Mary Smith Arnold - Chair, Public Policy and Legislation Committee
Joseph Dear - Chair, Research and Knowledge Committee
Marie A. Wakefield - Chair, Strategic Planning Committee

It was moved by Lee and seconded by Schmidt that: The Governing Council approve the appointment of Dr. Lee Richmond as the ACA representative to the Council for Accreditation of Counseling and Related Educational Programs (CACREP). Motion passed.

It was moved by Lee and seconded by Schmidt that: The Governing Council approve the appointment of Jane Runte as a Trustee on the ACA Foundation. Motion passed.

Approval of 1999-2000 Parliamentarian

It was moved by Lee and seconded by Schmidt that: The Governing Council approve the appointment of Patricia Elmore to serve as Parliamentarian to the ACA Governing Council during the 1999-2000 year. Motion passed.

Approval of 1999-2000 Treasurer-Elect

It was moved by Lee and seconded by Schmidt that: The Governing Council approve the appointment of Loretta Bradley to serve as ACA Treasurer-Elect during the 1999-2000 year. Motion passed.

Task Force Reports

When approving the agenda, the Governing Council had agreed to remove from the consent agenda the reports from the Social Issues Task Force and the Multicultural/Diversity Task Force. The remaining Task Force reports were left on the consent agenda and are included in the action at this point.

Attention was called to these remaining Task Forces and a brief progress report was given for each. There was no Governing Council action required on any of these reports at this meeting. The Task Forces referred to here are:

- ◆ ACA Conference Task Force
- ◆ Advocacy Theme Paper Task Force
- ◆ Interprofessional/International Collaboration Task Force
- ◆ Cyber/Technology Task Force

Storage Policy for Journal of Counseling and Development

It was moved by Lee and seconded by Schmidt that: The Governing Council approve the proposed revised storage policy for *Journal of Counseling and Development*. Motion passed. By approval of this motion, the storage policy is as follows:

ACA shall manage publication inventories for ACA, divisions and organizational affiliates according to the following guidelines:

- A. 1,000 copies for ACA for the two immediate previous volume years shall be retained.
- B. 500 copies for divisions and organizational affiliates for the two immediate previous volume years shall be retained.
- C. 500 copies for ACA for the third immediate previous volume year shall be retained.
- D. 100 copies for divisions and organizational affiliates for the third immediate previous volume year shall be retained.
- E. Five copies of all earlier volumes shall be retained.
- F. One hard archival copy and microfilm copies of all ACA, division, and organizational affiliate publications distributed by ACA shall be permanently retained.
- G. Division and organizational affiliate presidents and executives will be notified when ACA intends to discard any stored publications. If they decide to retain such publications on their own, divisions and organizational affiliates must pay shipping and future storage charges. After an intended discard notice, publications will be discarded if not removed at the end of three months.

Motions from ACA Advisory Council

Attention was called to the motions that had been submitted for Governing Council action by the ACA Advisory Council. These motions were then taken up in order.

It was moved by the ACA Advisory Council that: President Loretta Bradley be directed to establish a Task Force to investigate and establish mechanisms for assisting Divisions in coping with loss of membership due to the ACA Bylaws change, with a report to be submitted by October 1, 1999. Motion passed.

It was moved by the ACA Advisory Council that: The President of ACA be requested to charge the ACA Bylaws Committee to review and recommend necessary Bylaws changes for action at the April 1999 Governing Council meeting to ensure that ACA comply with our non-profit status; that the ACA President appoint two representatives from the Advisory Council to serve as *ex officio* members on the Bylaws Committee for the purpose of review. Motion defeated.

It was moved by the ACA Advisory Council that: The Executive Committee of ACA meet with the Executive Committee of AMCD to discuss concerns that the Division has. Motion passed.

Referral to ACA Executive Committee

It was moved by Allen and seconded by Wilson that: The remaining items on the agenda be referred to the Executive Committee. Motion passed. (This motion would include all remaining agenda items, and those items will be considered by the Executive Committee at its next meeting.)

Commendation

It was moved by Schmidt and seconded by Runion that: The ACA Governing Council formally applaud President Loretta Bradley for her steady hand, clear head, and gracious manner in conducting Governing Council business for the 1999 officer year. Motion passed by acclamation.

Selection of Representatives from Divisions and Regions to serve on ACA Executive Committee for 1999-2000

During the course of the meeting, the Region Representatives and Division Representatives each caucused to select representatives to the Executive Committee for the 1999-2000 year. The persons selected are as follows:

ACA Executive Committee
For Divisions – Joseph Kandor
For Regions – Linda McGee

Selection of Representatives from Divisions and Regions to serve on ACA Nominations and Elections Committee for 1999-2000

During the course of the meeting, the Region Representatives and Division Representatives each caucused to select representatives to the Nominations and Elections Committee for the 1999-2000 year. The persons selected are as follows:

ACA Nominations and Elections Committee
For Divisions – Jackie Allen
For Regions – Anita Walker

Adjournment

The ACA Governing Council meeting was adjourned at 6:10 p.m., on April 13, 1999.

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