

**GOVERNING COUNCIL MEETING
October 13-15, 2011**

MINUTES

October 13, 2011

Governance Structure Group Retreat: The Governing Council met as a Committee of the Whole to discuss a plan for a new governance structure.

October 14, 2011

The ACA Governing Council meeting was called to order at 11:20 a.m., October 14, 2011 at the Gaylord Hotel, National Harbor, MD. President Don W. Locke presided.

Governing Council members present for all or part of the meeting were as follows:

Annette Bohannon, Southern Region	Vonda Long, Process Observer
Loretta J. Bradley, IAMFC	Brenda Melton, ASCA
Kay T. Brawley, NECA	Nancy Heller Moskowitz, AMHCA
Brian Canfield, ACA Treasurer	Blair Mynatt, Student Representative
Craig Cashwell, ACES	Patty Nunez, ARCA
Hugh C. Crethar, CSJ	E. H. Mike Robinson, ASERVIC
Joseph D. Dear, Western Region	Catherine Roland, AADA
Thelma Duffey, ACC	Pat Schwallie-Giddis, NCDA
Kelly Duncan, Midwest Region	Robert Smith, ACA Parliamentarian
Bradley T. Erford, ACA President-Elect	M. Carolyn Thomas, ASGW
Marcheta Evans, ACA Past President	Michael Walsh, AHC
Perry Francis, ACCA	Joshua Watson, AACE Observer
Kelley Romaine Kenney, North Atlantic Region	Cirecie A. West-Olatunji, AMCD
Todd Lewis, IAAOC	Joy S. Whitman, ALGBTIC
Don W. Locke, ACA President	Richard Yep, ACA Executive Director

A. Robert Iverson, ACEG was not in attendance.

Others in attendance at the meeting as guest or observers include the following:

Deb Barnes, Assistant Executive Director
Carol Bobby, President and CEO, CACREP
Denise Brown, Director of Member Programs
Holly Clubb, Director, Leadership Services
Rebecca Daniel-Burke, Director, Professional Projects & Career Services
Carmen Gill, ACA Member
W. Mark Hamilton, AMHCA, Executive Director
Robin Hayes, Director, Conference and Meetings
Theresa Holmes, Senior Meetings Coordinator
Dayle Jones – Chair, DSM-5 Task Force
David Kaplan, Chief Professional Officer
Jenn Kukorlo, Human Resources Manager
Frank Lane, ARCA Past President
Courtland Lee, Trustee, ACA Foundation
Trinh Le, Meeting Planner
Carol Neiman, Deputy Executive Director
Martin Ritchie, Chair, CACREP Board of Directors
Stacy Shaver, Executive Assistant
Richard Wong, ASCA Executive Director
Paul Nelson, Insurance Trust Executive Director
Carolyn Rollins, Chair, Insurance Trust

Parliamentarian's Remarks and Meeting Rules

Parliamentarian Robert Smith provided remarks and guidelines for the meeting.

Approval of the Agenda

Addition to the Agenda: Governance Structure item placed on the Agenda on Saturday at 9:00 am.

It was moved by C. Cashwell and seconded by N. Moskowitz to: Approve the agenda as amended. Motion passed.

Reports from the Officers

Written reports were submitted by the President, President-Elect, and Past President. Richard Yep presented the Executive Director's report. These reports were for information only and did not require Governing Council actions.

Approval of Consent Agenda

It was moved by C. Rollins and seconded by P. Francis to: Approve the Consent Agenda. Motion passed.

Items on the Consent Agenda:

- a. Minutes from March 22-23, 2011 Governing Council meeting
- b. Minutes from June 23-24, 2011 Executive Committee meeting

This ends the Consent Agenda.

It was moved by P. Francis and seconded by P. Schwallie-Giddis to: Approve the Bylaws from Rhode Island and Massachusetts. Motion passed.

It was moved by K. Kenney and seconded by J. Dear that: Kelly Duncan be appointed to the Financial Affairs Committee as the Regional Representative. Motion passed.

It was moved by K. Kenny and seconded by P. Schwallie-Giddis that: Changes be made to Policy 1206.1.B to remove the language "to serve as ex-officio members" and add Past President. Motion passed.

It was moved by P. Francis and seconded by B. Melton that: Policy 1213.9 in the ACA Policy and Procedures Manual is deleted to reflect the terms of the ACA, Wiley-Blackwell (W-B) journals partnership, commencing January 1, 2012. Motion passed.

Graduate Student Committee - Mentoring Program

It was moved by C. Roland and seconded by T. Duffey that: The report and request from the Graduate Student Committee and institute the Graduate Student Mentor Program be accepted, that approximately \$10,000 be appropriated for this. As part of its charge, the committee will develop and implement an evaluation process to see if the mentoring committee will in fact, make a positive difference in students retaining ACA membership post-graduation. Motion passed.

Membership Options

Rich Yep provided information on the two recommendations from staff.

It was moved by P. Schwallie-Giddis and seconded by K. Brawley to: Accept the recommendation by Staff to approve new professional tiered dues structure. Motion passed.

Diversity and Multicultural Training

Courtland Lee presented the diversity training on “The Art of Herding Cats - Culturally Competent Leadership.”

Proposal from the ACA Foundation

Dr. Lee presented a proposal from the ACA Foundation for the Governing Council to consider earmarking \$2.00 from professional membership and \$1.00 from student membership to go to the Foundation, so that the Foundation can support the efforts of ACA. This would be a one year program.

It was moved by M. Evans and seconded by P. Francis that: The Financial Affairs Committee consider the financial impact of the proposal of the ACA Foundation to receive \$2 per regular/professional member and \$1 per student for one year. Motion passed.

ACA Bylaws Changes

It was moved by the Bylaws Committee to: Approve the proposed changes to the ACA Bylaws regarding Nominations and Election of Officers.

It was moved by B. Erford and seconded by P. Francis to: Amend the Motion for Article IX, Section 3. c. as indicated below:

c) Candidates for President-Elect must meet the following criteria:

- 1) Be a member in good standing of the Association for a minimum of ten (10) consecutive years immediately prior to nomination.
- 2) Have had no ethical violations for the past ten (10) consecutive years immediately prior to nomination.
- 3) Have served as a president of a national division, or region chair, or Governing Council representative.
- 4) Must be a member of the branch located in the jurisdiction in which they reside or work, if such exists.
- 5) Cannot be a candidate for president-elect of a Division or Organizational Affiliate or chair-elect of a region at the same time they are a candidate for ACA President-elect.

It was moved by M. Evans and seconded by P. Francis to: Amend the Amendment to: Article IX, Section 3. C.3. to: Have served at least two of the following three roles: a) President of a national division, b) Region Chair, or c) Governing Council Representative. Motion passed.

It was moved by B. Erford and seconded by P. Francis to: Amend the Motion for Article IX, Section 3. c. as indicated below:

c) Candidates for President-Elect must meet the following criteria:

- 1) Be a member in good standing of the Association for a minimum of ten (10) consecutive years immediately prior to nomination.
- 2) Have had no ethical violations for the past ten (10) consecutive years immediately prior to nomination.
- 3) Have served at least two of the following three roles: a) President of a national division, b) Region Chair, or c) Governing Council Representative
- 4) Must be a member of the branch located in the jurisdiction in which they reside or work, if such exists.
- 5) Cannot be a candidate for president-elect of a Division or Organizational Affiliate or chair-elect of a region at the same time they are a candidate for ACA President-elect.

Motion passed.

It was moved by the Bylaws Committee to: Approve the proposed changes to the ACA Bylaws regarding Nominations and Election of Officers. Motion passed.

Ethnic Minority on Governing Council

It was moved by P. Francis and seconded by C. Cashwell to: Table this issue. Motion passed.

Treasurer's Report

Brian Canfield, ACA Treasurer, provided both a written report and PowerPoint presentation on the status of the ACA Budget. Treasurer Canfield stated that there may be an anticipated increase in the future in the MSA of at least \$1.50 per member in the 2013 Budget.

Al Webber, representative from McGladrey & Pullen, LLP, ACA's independent audit firm, provide a report. For information only, no action required.

Report from the Audit committee was provided in the Working Papers. No action was required.

Rich Yep provided a copy of the mandated reports: unanticipated variations; investment report; and analysis of professional fees.

CACREP

Carol Bobby, President & CEO, CACREP and Martin Ritchie, Chair, CACREP Board of Directors presented to the Governing Council. 2011 is the 30th anniversary of CACREP. Today CACREP accredits over 600 programs in over 260 institutions. An ACA/CACREP Task Force has been established to promote professional identify. The Task Force will meet in December and ACA will be represented by Don Locke, Brad Erford, and Marcheta Evans.

Proposed Changes to the DSM-5

It was moved by the DSM-5 Proposed Revision Taskforce that: By December 1, 2011, ACA shall submit the following recommendations to the APA president John Oldham and the APA Board of Trustees:

The American Counseling Association (ACA), in order to recommend and promote the use of DSM-5 to its constituent counselors, recommends the following to APA and the DSM-5 Task Force:

1. All evidence submitted to the DSM-5 Scientific Review Committee, as well as its own evaluations and recommendations, should be made public.
2. All evidence and data should be reviewed by an independent review group of experts in evidenced-based decision-making. This includes (a) all evidence the DSM-5 Scientific Review Committee, (b) the field trial data, and (c) the dimensional assessments development procedures.
3. Any suggested DSM-5 revisions deemed to lack strong empirical evidence by independent review should not be approved for DSM-5.
4. Any dimensional assessment lacking supportive reliability and validity evidence and/or limited feasibility and clinical utility should be eliminated.

RPLACEMENT MOTION:

It was moved by P. Francis and seconded by C. Cashwell to: Instruct the President to communicate by letter to the American Psychiatric Association concerning issues identified in the Motion and to include issues of diversity. Motion passed.

President Locke has appointed the following additional members of the DMS-5 Proposed Revision Taskforce.

- Carmen Gill
- Paul Peluso
- Jason Patton
- Shannon Ray

Two additional practicing mental health professionals will be added to the Task Force.

Saturday, October 15

It was moved by P. Nunez and seconded by M. Walsh that: The attached restructuring design for ACA Governance be presented to the ACA Bylaws Committee for review and appropriate placement in the Bylaws of the Association. The material will replace existing Bylaws and statements related to the Governance of the Association. It is further requested that the Bylaws Committee Review the Policies and Procedures Manual and make appropriate changes to correspond to the Bylaws changes and revisions. Motion passed.

Dr. Locke requested Governing Council Members to send recommendations to the Bylaws Committee to him by November 15. He will send to the Bylaws Committee by December 1.

Guidelines for Meeting Request at the ACA Conference

It was moved by C. Cashwell and seconded P. Francis that: To accept the staff recommendation for Guidelines for the Guide for Meeting Request at the ACA Conference. Motion passed.

Insurance Trust Update

Carolyn Rollins, Chair, ACAIT and Paul Nelson, ACAIT Executive Director reported on behalf of the Insurance Trust. The ACA Insurance Trust will be dissolving as a corporation and become a part of the ACA structure.

Old business

It was moved by C. Thomas and seconded by L. Bradley to: Reconsider the Motion regarding Bylaws changes for ACA Nominations and Election. Motion passed.

It was moved by C. Thomas and seconded by L. Bradley that: Requirements for President ACA on the Bylaws Article IX, Section 3c: Have served as a president of national division, region chair, president of a branch, or Governing Council member. Motion defeated.

It was moved by C. Cashwell and seconded J. Dear to: Reconsider the Motion regarding Bylaws changes for ACA Nominations and Election. This Motion was determined to be out of order.

President Locke made a Motion to suspend the rules. Motion passed. The Cashwell/Dear Motion will be allowed.

It was moved by C. Cashwell and seconded J. Dear that: The Protocol for the ACA Presidential Election is added to the Policies and Procedures. Motion passed.

It was moved by M. Evans and seconded by C. West-Olatunji that: The Bylaws be changed to:

Article IX, Section 3. Nominations and Election of Officers.

a) The Nominations and Election Committee shall conduct the election of officers, according to the Policies and Procedures Manual, by ballot provided to the voting members of the Association via mail and Internet.

b) Each Division, Organizational Affiliate, and Region shall have the right to submit to the Nominations and Election Committee the name of no more than one candidate to be placed on the ballot for President-Elect.

Article X, Section 2

I. Ensure that candidates for President Elect of the Association meet the criteria as specified by the Policies and Procedures Manual and are approved as candidates for President Elect of the Association.

Motion passed.

Ethnic Minority on Governing Council

Moved by C. West-Olatunji and seconded by H. Crethar to: Remove from the table the Ethnic Minority discussion. Motion passed.

It was moved by the J. Dear and seconded by K. Kenney that: Bylaws Committee report back to members of Governing Council each month with language that can be discussed, so that when the Governing Council meets in March we will have something to work with. Motion withdrawn.

President Locke tasked Rich Yep to report back to the Bylaws Committee that Governing Council has discussed the issues at hand and the information and dialogue that was discussed will be shared with the Committee and ask for a report at the Spring Governing Council meeting.

New Business

It was moved by B. Erford and seconded by A. Bohannon that: The Bylaws Committee review and suggest an amendment to Article IV, Section 4 to replace the requirements for an audit for National Divisions with Management Services Agreements with a review by an independent accounting firm. Motion passed.

President Locke requested the Foundation proposal go to Financial Affairs Committee for review and as a part of that review the current status of the Foundation is brought into that discussion and any information relative to that would be reported at the March 2012 meeting.

There being no further business, the meeting of the ACA Governing Council was adjourned at 12:10 p.m. on October 15, 2011.