

**Association of Clinical Pastoral Education  
Eastern Region Fall Conference  
Holiday Hills Pawling, New York  
October 25-27, 2000**

The meeting was called to order by Paula Teague at 1:00 p.m. with a prayer. People new to the region introduced themselves, reasons for celebration were mentioned and the agenda was approved as presented. Paula also read the purpose of the annual meeting.

**MINUTES**

M/S/C to approve minutes as presented.

**REGIONAL DIRECTOR'S REPORT**

1. Pastoral Concerns

Jack noted that there are a lot of transitions going on in the region overall. Several supervisors have experienced the death of a parent, struggled with health issues and have had to cope with transitions in moving.

2. Finances

In this time of change he has had more time to look at the region's finances. He is finding that money is being used for ministry but that we also need to remember that the money is not limitless. The region had a number of unexpected expenses. In addition John Pumphrey and the Budget and Investment Committee have put together a manual which gives the region some structure in terms of how finances are handled.

2. Web Page

The web site has had 993 hits since it went into operation in March. It is working well and there are no sites under construction.

3. REM

The Strategic Planning Committee will be responsible distributing the scholarships for the REM Invitational. A \$350 scholarship would provide for 21 people. If a student has a hardship and being reimbursed creates a problem, they can contact Jack.

4. Other Issues

- a. Jack has been frustrated with the lack of response from the seminaries. There has also been no response from the people in Puerto Rico. The history book for the region now has an insert correcting the original one that was written regarding CPE in Puerto Rico. Celsa is satisfied with the correction.
- b. Jack helped resolve the complaint of a student. They were both satisfied and his intervention helped the student not to move to the more formal procedure.

- c. Jack would like to buy the computer equipment in 2001. He suggested paying 2/3 of the cost of the price of the equipment. John Pumphrey will review Jack's request and suggestion.
6. It was suggested that the job description of the Regional Director get changed to a contract that would outline what s/he does. In that regard the following motion was made and accepted.

#### **BUDGET AND INVESTMENT COMMITTEE**

John Pumphrey reported that some of the region's money would be put into higher producing money markets and in long term investing. A guideline has been developed to help Eastern region members apply for funding. A Financial Procedures Manual has been put together which outlines how the region handles its financial affairs. Members were encouraged to vote for the acceptance of this manual.

**M/S/C** To accept the Financial Procedures Manual as submitted by the Budget and Investment Committee. Furthermore, that the Budget and Investment Committee is authorized to review (at least annually) making changes as appropriate or recommending changes in procedure that must be enacted by the Administrative Board or membership.

**M/S/C** To accept the proposed budget as presented.

#### **NOMINATION COMMITTEE**

1. Martin Montonye distributed the nomination slate on Wednesday and elections will take place on Friday. Martin opened the floor for nominations for the slate. Sue Asher was added to the ballot as chair elect for Accreditation.

**M/S/C** To accept the ballot with the necessary corrections.

Janet Haming (Freed as of January) was elected the new clinical member representative and Sue Asher was elected chair elect for Accreditation. Martin was thanked for the stepping in at the last minute to facilitate the work of the committee.

2. Martin raised the following concerns. The nature of partial terms is not outlined in the governance manual and need to be. The chair elect for Certification and Accreditation end up serving a term of six years. The committee wants to create a vice chair position to decrease the terms. Clarification needs to be made concerning what committees supervisory candidates and clinical members can serve on. The membership was told that the slate would be made available on the region's web page in the future.

#### **STRATEGIC PLANNING COMMITTEE**

Jack reported for Ken Burnette. He reminded members that scholarship money for REM is available. A letter which states the need for financial help needs to be sent to Ken Burnette. The student needs to have documentation of expenses, fill out the expense form and return it to Jack. People will be reimbursed up to \$350.

#### **CERTIFICATION COMMITTEE**

1. Paul Steinke reported on issues that were focused on from the Certification Commission. Any supervisory candidate who is denied an extension will be put on probation and will meet the

committee at the next meeting of the region. The “C” Commission in November ratified this proposal. He reminded people that every student who has been supervised by a supervisory education student must fill out a consumer report form. All evaluations need to have the name and address of ACPE on the front page.

2. In terms of certification on the regional level, he reminded members that those who wanted to meet the Certification Committee needed to fill out the new form he created. The next meeting will be at Tuscarora. Finally, he reported that the committee went over budget because of the number of members that had to be co-opted for the fall meeting.

### **PEER REVIEW PROPOSAL**

Concern was raised how the peer review process applies to supervisors who are retired and are asked to do some supervision. The chair of the Certification Committee would be responsible for managing the process. The process will be phased in over a five-year period beginning in January. The record of peer review will be kept with the certification files.

**M/S/C** To adopt the peer review proposal as presented.

### **ACCREDITATION COMMITTEE**

1. Greg Stoddard reported on the work of the committee. Greg led the Accreditation Committee in a 90-minute session in which he discussed updates in Accreditation, Standards and practices for Site Visit Teams. Annual reports for the centers in the region that were handed in on time were reviewed and accepted. Six centers were reviewed. Five of them were approved and one is waiting for a Regional Reviewer to look over the center’s materials and make a report. Four Satellite programs were also approved.
2. Greg will be leading a site visit and training workshop regarding accreditation during this conference and in January he will be chairing the Accreditation Commission.

### **STANDARDS COMMITTEE**

Will Sieburg reported for the committee and highlighted four issues, which were related to outcomes for CPE. 1) To learn to be aware of group process. 2) Clarify the type of student participating in programs in terms of part-time or full-time participation. 3) There is no requirement for supervisory education students to be in a peer group or for the center or supervisor to supply one. 4) The review of the certification and professional ethics is coming up. Don Breland will be taking over as the chair of the national committee.

### **ADMINISTRATIVE BOARD REPORT**

Paula Teague handed out a report on the work of the Administrative Board since the last Annual Conference. Some highlights included work on the Financial Procedure Manual and in general working to handle the region’s finances better. The Board has developed a method for members to request funding for special projects that are in line with the region’s strategic plan. The board has been moving on better defining the role of the Regional Director. The web site is up and operational and people are making use of it.

### **REGIONAL DIRECTOR CONSULTATION COMMITTEE**

Al Lumpkin reported. The committee will be meeting with Jack to look at contractual changes in the Regional Director's position.

### **ACPE**

Jim Stapleford was the representative from the ACPE office and reported on the following.

1. AAPC has dropped out of conversation regarding the merger of the various pastoral organizations. He said that the board makes the final decision on whether or not to merge with the organizations remaining in the discussion. A four-page spread will be put in the newsletter that will explain the thinking around any merger.
2. ACPE is talking to foundations that would help ACPE build a new building and help with costs. The refurbishing of the national office is complete and morale is up.
3. There have been complaints about the use of power in the certification and accreditation process.
4. He and Jim Gibbons met with the president and president elect of CPSP. In the meeting they just listened. Concerns were raised about the heaviness of ACPE and processing a complaint against a supervisor. The representatives believe that complaints should be handled on a regional level and not a national level. He believes that next discussion will be about mutual reciprocity.

### **BOARD REPRESENTATIVES**

Cornel Rempel and Harlan Ratmeyer reported. They both would like to hear more from the members in the region. They talked about the ads that will be put out over the next five years asking members to support ACPE financially. They encouraged members to make a contribution.

### **CONFERENCE PLANNING COMMITTEE**

Robin Franklin and Cindy Strickler came before the region to ask how people are feeling about continuing to meet with the Northeast Region. Some concerns were raised about whether to continue and how that would be done. The Northeast is interested in continuing the relationship. The Eastern Region is willing to continue but wants more evaluation of this relationship to occur.

### **NEW BUSINESS**

The Executive Committee will meet for a conference call on November 7<sup>th</sup> at 4 p.m.

Respectfully Submitted,

Rev. Robin Y. Franklin  
Eastern Region Secretary