

**ACPE EASTERN REGION
EXECUTIVE MEETING
JANUARY 25-26, 2001**

The meeting was held at Stony Point, New York in conjunction with a meeting of the Executive of the North East Region. The Joint Executives met January 25, 1:00-4:00, 7:00-9:00 p.m., and January 26, 9:00-11:00 a.m., to review and discuss joint ventures. Notes of those meetings are not included below.

The Eastern Region Executive meeting began January 25, at 4:00 p.m.

PRESENT: Paula Teague, Chair, Al Lumpkin, Jack Gleason, John Pumphrey, Harlan Ratmeyer, Cornel Rempel

REGRETS: Robin Franklin

1. AGENDA was adopted.
2. CONCERNS for the membership.
 - Cathy Bickerton was remembered because of her father's death.
 - Ann Devine, Susan Hill and George West are in transition.
 - Ralph Ciampa's mother is frail.
 - Omissions in the E-mail Directory were noted.
3. MINUTES of the January 14, July 21 and November 7 meetings of the executive were accepted.
4. TREASURER'S report - John Pumphrey
 - The net worth of the Eastern Region as of December 31, 2000 was \$75, 214.34.
 - John also presented the budget report.
 - The 2000 financial reports have been sent to the auditor and when returned, will be forwarded to the national office.
 - As of January 1, 2001 John is managing more of the accounting on a day to day basis.
 - Invoices which exceed budgeted amounts will trigger a consultation between the RD, Treasurer and Chair before payment is made. The \$1,500 expense for auditing was approved in this way.
 - We are in relatively good shape financially.
5. REGIONAL DIRECTOR report - Jack Gleason
 - All centers except two are paid up.
 - Jack offered a financial report on the SOS expenses and income.
 - Jack submitted some findings on the salary survey which he had initiated.

6. GOVERNANCE MANUAL

Jack submitted some proposed revisions in the Governance Manual for the sake of clarity as well as to include some revisions which the executive has approved. Several further refinements will be added before presenting these to the Administrative Board.

7. REGIONAL DIRECTOR CONSULTATION COMMITTEE - Al Lumpkin

Al, Cindy Strickler, Carl Yusavitz and Ralph Ciampa form the RD Consultation Committee. The following items were included in Al's report:

The committee is refining the contract with Jack.

Jack has been strongly affirmed by the membership for his pastoral availability.

He has been resourceful with committees without controlling, and consultative of the strategic planning committee.

He prodded committees where needed.

He was involved pastorally and with consultation when accreditation crises arose.

The management of the region is a large task. Jack is doing a lot more than we are paying him for.

Jack's leadership style is to "walk beside" rather than "out in front." This is considered appropriate at this time in our history.

The committee affirmed that vision should be expected to come from the region rather than demanding it from the RD.

Jack has seemed to function as a "nudger," keeping us on track and on task.

Jack is positioning himself well in the process of developing new leadership.

Committee members feel empowered and not diminished by his involvement.

Existing gaps in ER leadership functions were identified as:

- a. There could be more follow-up on potential new centers.
- b. Growth and development of the region could get more energy than it does.
- c. Who are the potential students we are not getting into our programs?

MOVED and carried that we endorse the committee work to revise Jack's contract.

MOVED and carried to revise the Governance Manual to more accurately represent reality, bringing it in line with current practice.

8. STRATEGIC PLANNING

Jack presented a report which had been written by Carl Yusavitz.

MOVED and carried that the Strategic Planning Committee review its role, taking into account its present mandate and considering whether some of the current tasks should be referred to other committees so that they can fulfill a development function.

9. VACANCIES

MOVED and carried that Tiina Nummela fill Bob Struminski's place on the Conference Planning Committee.

Adjournment at 5:45 p.m. and reconvened on January 26 at 11:00 a.m.

10. APPOINTMENTS

Paula appointed Emily Jean Gilbert to fill the vacancy in the Certification Committee left by George West.

Nancy McCormick will be asked to fill the vacancy on the Standards Committee left by Bob Struminski.

11. SUPERVISOR REVIEW

Al Lumpkin raised a concern about Paul Steinke's article about a review of the supervisor to be conducted after each appearance of a supervisory candidate. He was particularly concerned about the consequences attached to such a review. Al urged that a follow-up letter be sent to supervisors clarifying that such a review would be voluntary and experimental and not mandated by ACPE. There is nothing in current Standards that requires this.

AGREED that Paula contact Paul Steinke about this.

12. REM

The question has been raised whether the REM Rep should be on the executive committee.

AGREED that the nominating committee be alerted to assure REM representation on committees and the Administrative Board. Further discussion on this will be tabled until the next meeting.

13. INFORMATION

Some frustration has been expressed by persons who are not on the group E-mail link, or have been inadvertently deleted.

AGREED to establish a "phone tree" for those who do not use E-mail.

AGREED also to ask Jack to place a note in the newsletter indicating how changes can be made and omissions corrected.

14. INCLUSIVENESS SURVEY

Almost everyone has been reached in this survey. The suggestion was made that a half hour report be given at the next regional conference on the findings.

AGREED that the Strategic Planning Committee be asked to summarize the raw data, identify the themes and report to the Administrative Board on how the findings can be used.

15. GOVERNANCE MANUAL

Suggested additions to the manual were made as follows:

The Eastern Region Accreditation Committee shall review and recommend Centers and their programs for various levels of accreditation in accordance with the ACPE Standards and The Accreditation Commission Manual. Membership shall consist of a chair, who serves one three- year term, and ten members in staggered three-year terms, with eligibility for re-election to a second term. Each year, the committee shall designate one of its members to serve as vice-chair to preside in the absence of the chair, except that in the final year of the chair's term, the committee shall elect a chair-elect who shall succeed to the position of chair.

The Eastern Region Certification Committee shall be responsible for implementing the Standards for Certification of the ACPE and offering consultation as requested. Membership shall consist of a chair, who serves one three-year term, and ten members in staggered three-year terms, with eligibility for re-election to a second term. Each year, the committee shall designate one of its members to serve as vice-chair to preside in the absence of the chair, except that in the final year of the chair's term, the committee shall elect a chair-elect who shall succeed to the position of chair.

A Regional Director Consultation Committee shall be comprised of the region's Chair-Elect, who shall chair the committee, and three other regional members appointed by the Regional Chair to provide support to the Regional Director and consultation to the Administrative Board in the development and review of the Regional Director's contract with the Eastern Region.

For the purposes of succession, partial terms of more than one year are considered full terms.

16. MEETING DATES

January 24-25, 2002, joint E by NE Executive Meeting.

March 29, 2002 Administrative Board Meeting.

July 26, 2002 Executive Committee

October 4, 2002 Administrative Board Meeting

Adjournment at 12:15 p.m., January 26

Respectively submitted by,

Cornel G. Rempel

In behalf of Robin Franklin, Secretary