

MINUTES

Northeast Region, Association for Clinical Pastoral Education
Executive Committee
February 25, 2005

The Meeting convened at 10:30 AM at St. Vincent's Hospital, Worcester, MA.

Attending: Charles Kessler, Patrick McCoy, Peggy Kieras, Mary Beth Hayes, Carl Towley, Mary Gerrior, Kathleen Gallivan, Robert Morse, Martin Montonye (secretary).

Meeting Called to Order by Chairperson Charles Kessler

Reviewed Proposed Agenda

Reviewed Minutes from November 12, 2004 Business Meeting

Nomination Process for 2006

Discussion concerning a procedure and timeframe for 2006 elections that will allow the Region to report election results to RANC in October 2005.

Motion: "The Executive Committee directs the Nominating Committee to present a process at the March 2005 meeting that will result in a May election of regional leadership, thus bringing the Northeast Region elections in line with RANC policies and procedures.

The Executive Committee recommends to the Nominating Committee to conduct a canvassing of the membership by mail and email for the purposes of determining:

- 1) Members who wish to continue serving in current position(s).
- 2) Members level of interest in serving in future position(s).
- 3) Members who wish to nominate other members for position(s).

This process is to be conducted between the March and May 2005 meetings to assist the Nominating Committee in completing the Northeast Region's election roster."

Motion voted upon and approved.

Governance Manual

The Chairperson recommended the formation of a working group to review the existing Governance Manual (2000) and a proposed draft (2/23/04). The group will consist of Charles Kessler, Mary Beth Hayes, Patrick McCoy and Carl Towley. The Chairperson will call a meeting of the working group and determine a time-line for their discussions.

Financial Policy: ACPE National Conference 2005 in Hawaii

In November 2005, the membership agreed to underwrite a portion of the expenses.

Motion: “To provide \$350.00 per Supervisor and Associate Supervisor who are actively engaged in supervising ACPE programs during the fiscal year 2005 to attend the ACPE Annual Meeting in Hawaii, payable after the conclusion of the Conference.”

Motion voted upon and approved.

Financial Policy: Mileage Reimbursement Rate

Motion: “The Northeast Region adopts a mileage reimbursement rate of 40.5 cents per mile.”

Motion voted upon and approved.

Supervisor Emeritus

Discussion regarding criteria for nominations and qualified individuals in the Northeast Region. (Reference: ACPE website)

Motion: “The Executive Committee assigns the responsibility to the Nominating Committee to bring forth names of prospective Supervisor Emeriti to the Executive Committee for review. The Nominating Committee will gather the names of prospective candidates from the membership as part of its annual recruitment efforts (i.e., mailings). The Executive Committee will recommend prospective Supervisor Emeriti to be voted upon by the Region.

“That Homer Jernigan and Dorothy Cotterell be designated by the Executive Committee as prospective candidates to be presented to the Region in March 2005 (after they have agreed to be honored in this way).”

Motion voted upon and approved.

It was the consensus of the Executive Committee that nominations for Supervisor Emeritus be limited to two candidates per year. The Nominations Committee will submit with each prospective candidate a rationale for considering the selected individual (i.e., a description of outstanding accomplishments and years of service as an ACPE Supervisor).

REPORTS

Treasurer's Report

Carl Towley distributed a five page report outlining 2004 Actual and 2005 Actual as of 2/16/05. Total Expenses: \$3,242.51; Total Income: \$5,365.00. He reported the Region will receive a credit of \$3,800 from ACPE for income related to the Portland Conference.

Accreditation Report

Mary Gerrior distributed a roster detailing Northeast ACPE Centers with dates of 5-Year and 10-Year Reviews. She reported she was pleased with how Center's have submitted their Annual Reports. Mary reported that the current state of David Boulton's health will necessitate the closing of his Center and requested he receive a Letter of Accommodation. Mary was authorized to send a letter on behalf of the Executive Committee.

Standards

Peggy Kieras reported that Cultural and Ethnic Competencies are becoming more important and advocated ACPE Centers begin purchasing books and begin building up their library resources.

Board of Representatives

Robert Morse reported:

- The Board adopted the Common Standards for Chaplaincy, Pastoral Education, and Professional Ethics by the boards of NACC, NAJC, AAPC, APC, CAPPE/ACPEP, and ACPE.
- The Standards and Manuals for Professional Ethics, Accreditation and Certification will be in effect for 5 years.
- A Board Task Force has been formed to initiate dialogue with the Islamic Society of North America and the Muslim American Society regarding endorsement.
- The Board approved a task force to address concerns around simplifying the ACPE Accreditation process.
- The annual review of the Executive Director met with overall approval.
- The Certification Pilot Project is on track for implementation this month (February 2005).
- The Journal of Pastoral Care and Counseling is struggling. The Board adopted a plan and process to stabilize the Journal.
- There is continuing concern about declining seminary membership.
- ACPE's relationship with CPSP remains an ongoing dialogue.
- The Board approved further consideration of a possible Joint Annual Conference in 2008 with the five other cognate groups.

Mary Beth Hayes inquired if the Executive Committee had topics it would like addressed at the Board Meeting in April 2005. Mary Beth facilitated a discussion that focused on the following areas of concern:

- The future of the Journal of Pastoral Care and Counseling. The Executive Committee is supportive of continuing this valuable resource.
- Review and clarify decision-making authority related to the National Commissions, ACPE Executive Director and the ACPE Associate Director.
- Express a concern to APC regarding the Common Standards approach to the certification of candidates when member organizations' policies appear in conflict with ACPE.
- Concern expressed about how the President's Task Force surrounding issues in Certification was formed and announced to membership.

Executive Committee Meetings

The Executive Committee agreed to meet four times a year.

Next Meeting: The next Executive Committee Meeting will be held on Friday, May 13, 2005 from 10:30 – 12:30 at St. Vincent's Hospital, Worcester, MA.