

AUCCCD Midyear Board Meeting
March 23, 2005
Tampa Marriott Waterside
Tampa, FL

Present: Jaquie Resnick, President; Maggie Olona, President elect; Chuck Davidshofer, Treasurer; Anika Fields, Secretary; Bob Rando, Webmaster; Chris Flynn; Dan Jones; Emil Rudolfa; Greg Eells; Denise Hayes; Mary Doty; Kathleen Boggs; Harriett Copher Haynes

President Jaquie Resnick called meeting to order at 12:10 p.m.

I. Approval of Agenda

The agenda was approved with the following additions: APA CoA, Postdoc licensure.

II. Approval of Minutes

Maggie moved and Kathy seconded that the minutes be approved with the following corrections:

A. Board meeting - October 10, 2004

1. Page 1

Under II - Change Rodolfo to Rodolfa

2. Page 2

a. Changed APA Division 17 to SCP/APA Division 17

b. Letter E is Greg E.; letter F is Greg S.

3. Page 3

Under V - Greg E.

B. Business Meeting - October 11, 2004

1. Page 2

Under IV-A - Change Haynes to Hayes

2. Page 3

a. Under VI - Change HUCC to Heads of University Counseling Services (HUCS)

b. Under VII - Change Schreider to Schreier

3. Page 4

Under B at top of page - add /ACA to ACCA (i.e., ACCA/ACA)

C. Business Meeting - October 13, 2004

1. Page 3

Under VII-A - change Catrol to Cotrone

2. Page 4

a. Letter C - add in 2004-05 to Deaths (i.e., Deaths in 2004-05); delete Lucy Blackburn

b. Add D. Announcement of memorial service for Lucy Blackburn who died in 2002.

III. Approval of Actions conducted by E-mail

There were no actions conducted by e-mail.

IV. Treasurer's Report - Chuck Davidshofer (handouts)

A. 2004-05 Financial Report Summary

	Income	Expenses	Checking Acct. Bal.	Trans Sav.	CD#1	CD#2	Totals
Bal. forwarded 7/1/04			57,179.88		33,931.88	25,921.88	117,033.64
					167.89	97.35	
1st Qtr.*	22,986.16	7,455.32	72,445.48		34,099.77	26,099.23	132,564.48
					171.04	96.66	
2nd Qtr.*	10,985.62	18,079.06	64,194.34		34,270.81	26,115.89	124,581.04
					171.19	95.95	
3rd Qtr.*	7,810.67	9,190.03	62,547.13		34,442.71	26,211.84	123,201.68
4th Qtr.*	0	0	62,547.13		34,442.71	26,211.84	123,201.68

*1st Qtr.- July-Sept.; 2nd Qtr. - Oct.-Dec.; 3rd Qtr. - Jan.-Mar; 4th Qtr. - Apr.-June

- This report is up to March 23, 2005. The only large outstanding expense is the Maryland Survey.
- The organization is in good shape financially. The Auditor's report found no problems.
- Jaquie suggested we create a budget based on our increased dues of \$130.
- Jaquie asked if Chuck, as treasurer, needed any assistance. Chuck indicated that if the organization were to reimburse him, it would probably be approximately \$10,000. Chuck has it all set up and feels that he does not need assistance at present.
- Maggie moved and Dan seconded that the financial part of the Treasurer's report be approved. The vote was unanimous.

B. Conference Budget Planning (handout)

- Chuck passed out an extensive conference Budget Planning Guide based on income and expenses from 1997 (Williamsburg) to 2004 (Lake Tahoe). He will give the conference hosts a blank budget-planning guide to complete and turn in to him at the end of the conference.
- Outstanding is \$4,000 seed money advanced to the Minnesota conference. This will be posted as income for the conference and expense on the AUCCCD budget.
- The question was asked what should be done when a director doesn't pay the registration fee after several late notices. It was decided that Chuck will add a note to the dues notice, indicating that they are in the arrears for registration from the previous conference and that this may affect their membership and their ability to attend the next conference if it isn't paid. Names of directors will be sent to conference hosts if the previous registration is not paid.
- Maggie moved and Mary seconded that the conference budget planning part of the treasurer's report be approved with commendations. The vote was unanimous.

C. AUCCCD Letterhead (handouts)

Chuck distributed three versions of AUCCCD letterhead. Emil moved and Greg seconded the following:

- Board names in bold
- AUCCCD website across bottom
- Delete email addresses
- Delete parentheses in phone number and replace with dots

The vote was unanimous.

V. President's Report - Jaquie Resnick

A. General

- College student mental health is getting a lot of press. Jaquie has been quoted in several media articles, including the *New York Times*.
- Jaquie is pleased to see things she's felt as important to AUCCCD being embraced by other organizations.
- Evidence-based practice is a way we can help our organization and is something we need to be firmly involved in.
- The Lake Tahoe meeting was great. There was a lot of energy and participation. The workshop that Emil, Steward Cooper and Jaquie did at the conference had a lot of high energy.
- A number of external organizations are trying to communicate with us now.
- The Campus Care and Counseling Act is now being called the Garrett Lee Smith Memorial Act. New language is being written to let us know what the RFP is going to look like.

B. Work Areas

Jaquie gets a lot of inquires from people that could be answered by others. Thus, do the duties listed in work areas fully reflect what's done in these areas? Should we add other directors to some of the work areas? Should the new directors' meeting be looked upon as membership recruitment and be moved under membership? Do we need a board manual? Does the President-elect need to be the ACCTA liaison? Everyone agreed with Emil that a task group needs to be formed to further discuss these issues. Small changes can be made now, such as involving non-board members in board work. The task group can look at how our mission and vision affect our goals and issues, procedures and descriptions of what we currently have and where we want to go with these, frequently asked questions, etc.

VI. Webmaster (Bob Rando)

- The website is averaging about 500 hits per month
- Bob will look into what it would cost to hire a company for web support.
- A question was asked on the listserv regarding how confidential information should be addressed on the listserv. Bob will create guidelines to reduce breaching confidentiality and send to Board. This is something that should go out every year and be placed under frequently asked questions.

VII. Work Area Reports

A. Diversity - Denise Hayes

- Forty-one diversity surveys have been returned so far. One of the primary concerns of directors is how to measure competencies. They are asking for help.
- Anika will send questions to the listserv regarding how directors in their centers implement multicultural competencies. Directors will be asked to send resources to Greg.
- Kathleen will contact APA CoA regarding exemplary programs on multicultural issues and internships.
- The work group will do a symposium at the conference to discuss multicultural resources, how to define diversity to staff, etc. Denise will write the proposal.
- Emil has a list of all the multicultural guidelines. He will send this out to the listserv.
- Mary will add to template that the Board will sponsor a diversity plenary session each year and will need a one-hour and a half block of time. Because this is a Board sponsored program, the Diversity work group is not responsible for this plenary.
- The work group would like to put together a diversity competency instrument. They asked the Board to sponsor a meeting for the group this summer to include meals, transportation and two nights lodging. Emil moved and Harriett seconded this with a ceiling of \$5,000. The vote was unanimous.
- Denise asked for feedback on the board's opinion of Lee Mun Wah. Some thought it was excellent and painful. Some were offended by some of the presenter's comments. Most wished there had been time for processing.
- The work group has not followed through on the international directors. Louise Douce, Les McMann and Jaquie are very interested. There will be more information on this at the conference.
- For health reasons, Denise resigned as chair of this work group; Anika will become the chair after the mid-year meeting.

B. Membership - Dan Jones

- Malcolm Kahn, Mary Bolin-Reece and Dan spent a lot of time prior to and at Lake Tahoe focusing on membership eligibility. It was decided that: (1) In order to be in good standing, dues must be paid by August 15 of each year; (2) Only eligible directors (those in good standing) can attend conferences; (3) Special attendees include the ACCTA representative and emeritus directors. [See the "Eligibility for Attendance and Participation" document]. It was decided that the issue regarding co-directors attending the conference would be excluded and determined on a case-by-case basis.

- New members/attendees will be moved to this work area. Maggie will continue working with this group. Mary Bolin-Reece and Judy McConnell will work with Maggie.
- Maggie will draft a welcome letter and a list of frequently asked questions. Kathy suggested that new members get mentors as they become members, if we have enough mentors. Maggie will think through the logistics of this.
- Emeritus members don't pay dues. Thus Greg moved and Kathleen seconded that any emeritus member desiring to get the *Journal of College Counseling* will write a check to AUCCCD for the current cost of the *Journal*. The vote was unanimous.
- The work group will focus more on recruitment. They will research how many colleges and universities in the U.S. and Canada have counseling centers and out of that how many are represented in AUCCCD. Board members who are from a state with a directors' association will send the list of members to Dan.

C. PR and Advocacy - Emil Rodolfa

- Emil will send out an email about media awards nominations. Malcolm Kahn and Mary Bolin-Reece are interested in staying involved with this work group. The group will work on criteria for awards.
- All press releases will be sent to Bob to place on the web. We need to consider sending more releases to the *Chronicle*, *APA Monitor* and *Counseling Today*.
- The newsletter will be added to this work group. Emil will send out a call to the membership regarding someone interested in becoming the editor. The editor will be required to send the newsletter to the chair of this work group and the board president for final approval.
- Emil recommended giving Jenny Smulson, APA Advocacy department, a plaque for her efforts in moving the Garrett Lee Smith Act through Congress. He also recommended asking her to do a pre-conference presentation on advocacy. Before planning this, Harriett will send out an email to membership asking how many would be interested in this type of workshop.

D. Director Development - Harriett Copher Haynes

- Diversity Leadership Mentoring Program
The call for scholarship nominations will go out May 27. Emil moved and Greg seconded that in order to further support the program we will increase the number of mentors to up to three. The vote was unanimous.
- Elements of Excellence - Jaquie Resnick for Tom Seals and Kathy Hollingsworth (handout)
Jaquie is very pleased with the progress Tom and Kathy have made. There is a lot more structure and predictability. Among the primary organizational issues and changes are:

- a. A core group of 12 people nominated through E of E and appointed by the Board with staggered terms who will do the primary program planning and evaluation and provide leadership and oversight for E of E. The initial core group consists of Kathy Hollingworth and Tom Seals (co-chairs), Rosa Ament, Ian Birky, Martha Christiansen, Sandy Colbs, Louise Douce, Dennis Heitzman, Kathy Hotelling, Cheryl Nowell, Jonathan Perry and Bob Rando.
- b. Other Directors who have attended the E of E orientation meetings at the annual conference, those who have been the coordinating presenter of a program at the conference, the faculty of the administrative institute and other program presenters at the conference will make up the wider community of those with a direct connection to E of E.
- c. The budget for E of E from AUCCCD will include all expenses for the core group to attend the mid-year meeting and an extra night's hotel cost and an evening meal for a specified number of faculty of the administrative institute at the annual conference.
- d. For now, the administrative institute will be offered as a pre-conference program at the annual conference and will be coordinated with the new directors/new attendees program. The think tank will be reviewed for what form, format and frequency best fit the needs of the membership.

After a good discussion as to whether there should be a Board liaison on the E of E and/or whether a Board member should be co-chair, Chris moved and Denise seconded that we have a Board member serve as an ex-officio member. The vote was one yea, nine nays, and one abstention. It was decided that we were satisfied with the present structure and will no longer send a liaison. Harriett will correspond with the E of E chairs about clarifying the terms of the staggered core committee.

The E of E has asked the Board to consider it becoming a committee rather than a task force. This will be discussed further at tomorrow's meeting (see March 24, 2005 minutes).

The meeting was adjourned at

Action Items

1. **Chuck** will add a note to the dues notice, indicating that they are in the arrears for registration from the previous conference and that this may affect their membership and their ability to attend the next conference if it isn't paid. Names of directors will be sent to conference hosts if the previous registration is not paid.
2. **Bob** will research what it would cost to hire a company for web support.

3. **Bob** will create guidelines to reduce breaching confidentiality on the listserv and send to Board.
4. As a member of the diversity work group, **Anika** will send questions to the listserv regarding how directors in their centers implement multicultural competencies. Directors will be asked to send resources to *Greg*.
5. As a member of the diversity work group, **Kathleen** will contact APA CoA regarding exemplary programs on multicultural issues and internships.
6. The **diversity work group** will do a symposium at the conference to discuss multicultural resources, how to define diversity to staff, etc. Denise will write the proposal.
7. **Emil** has a list of all the multicultural guidelines. He will send this out to the listserv.
8. **Mary** will add to conference template that the Board will sponsor a diversity plenary session each year and will need a one-hour and a half block of time.
9. The **diversity work group** is planning to meet this summer to create a diversity competency instrument.
10. **Maggie** will draft a welcome letter and a list of frequently asked questions to give to new members/attendees.
11. The **membership work group** will research how many colleges and universities in the U.S. and Canada have counseling centers and out of that how many are represented in AUCCCD.
12. **Board members** who are from a state with a directors' association will send the list of members to Dan.
13. **Emil** will send out an email announcing media awards nominations.
14. The **PR and Advocacy work group** will revise criteria for awards.
15. **Emil** will send out a call to the membership regarding someone interested in becoming the editor of the newsletter.
16. **Harriett** will send out an email to the membership asking how many would be interested in a pre-conference workshop on advocacy.
17. **Harriett** will send out the call for Diversity Leadership Mentoring scholarship nominations on May 27.
18. **Harriett** will correspond with the E of E chairs about clarifying the terms of the staggered core committee.

Minutes recorded by Anika Fields, Board Secretary

AUCCCD Midyear Board Meeting
Tampa Marriott Waterside, Tampa, FL
March 24 2005

Present: Jaquie Resnick, President; Maggie Olona, President elect; Chuck Davidshofer, Treasurer; Anika Fields, Secretary; Bob Rando, Webmaster; Chris Flynn; Dan Jones; Emil Rodolfa; Greg Eells; Denise Hayes; Mary Doty; Kathleen Boggs; Harriett Copher Haynes

President Jaquie Resnick called meeting to order at 8:10 a.m.

VII. Work Area Reports (continued)

D. Director Development (continued)

Elements of Excellence - According to the Bylaws (Article 10), a committee of the Board must include two Board members. Thus, in light of the Board's discussion on yesterday (see March 23, 2005 minutes), the E of E cannot become a committee at present (see Bylaws housekeeping changes on p. 3, XI of these minutes).

E. Research and Science - Bob Rando and Chuck Davidshofer (handout)

AUCCCD Survey

- Bob, Chuck, Greg Eells and Greg Snodgrass met to develop a draft of an AUCCCD survey, which was distributed. The survey would be online. Members could pull down their center data at any time. If changes were to be made to the survey it would be done at least a year in advance so that members would know what data is needed in advance and would be able to integrate this into their data collection that year. Members will need to complete survey in order to use the data.
- Emil suggested the survey be set up so that members only have to update it each year, rather than completing the entire survey each year.
- Bob will send the survey to Board electronically. Board members will critique the survey and send feedback and additions to Bob electronically by April 30.
- Maggie moved and Kathleen seconded that AUCCCD go forward with implementing it's own survey and after this 2004-05 fiscal year discontinue funding of the Gallagher Survey and the University of Maryland-AUCCCD Databank. The vote was unanimous.
- Chuck and Jaquie spoke with Vivian Boyd at the Lake Tahoe conference and contacted Bob Gallagher about the need for AUCCCD to begin creating its own survey to collect data from the membership so that we can manipulate our own data. Jaquie will telephone Vivian indicating that the Board has decided that this is the last year we will be funding them and, to the extent possible we can maintain some of the historic items on the existing data

bank, we will send those to her each year. Jaquie will also inform Bob of the Board's decision, but instead of offering to send survey items to him, he will be invited to serve as a consultant on the AUCCCD survey with a possible honorarium. Jaquie will follow-up both telephone calls with a letter.

- The work area will place an article in the newsletter about the survey.
- The survey will tentatively be piloted to the membership in August with a deadline of Sept. 15. Reminder notices will be sent out.
- The Gallagher and Maryland surveys will be acknowledged regarding their history.
- Two slots will be added for members on committee.

F. Conference Program and Planning - Mary Doty

- 2004 Lake Tahoe -
Emil Rodolfa and Judy Mack did good work. They have sent recommendations to Harriett for the Minnesota conference.
- 2005 Minneapolis - Harriett Copher Haynes
Maggie Olona is the board liaison. The seven committee members have been meeting regularly and the conference planners have been working very well with them. There will be a link to go to on the AUCCCD website. They will keep the same information Tahoe had on their forms. The logo is complete and the tours are complete. Part of tour will be to see all of the campuses in the twin city area. The conference will be held at the Marriott City Center in downtown Minneapolis, October 21-25, 2005. The website will be up soon. They are planning for two keynote speakers.
- 2006 Colorado - Chuck Davidshofer
Mary Doty is the board liaison. The conference will be held in Vail, Colorado October 6-11 at the Marriott. The room rate will be approximately \$110. The conference committee will be working with Joe Pittle.
- 2007 Indianapolis -
Emil Rodolfa is board liaison and reported for Carol Haggins. He had a conference call with Carol and the conference planner. The contract was revised, however he hasn't seen it yet. He will contact Carol.
- 2008 Texas
Maggie Olona is the informal liaison for this year. Next year when she becomes president, someone else will be appointed. Don Rosen is the chair.

- Jaquie asked the work group to look at what would be the best way have some stability and consistency in conference planning.
- Dan and Harriett joined this work group.

VIII. CEUs

Jaquie confirmed that Jeri Rockett is the CE person and that she will report to the chair of the conference planning work group.

IX. Lifetime Achievement Awards - Maggie Olona

The call for nominations of LAA awards will be going out April 1.

X. Nominations - Maggie Olona

There will be three board openings. Jaquie encouraged the Boards to begin thinking about nominations. Maggie asked that we email her and she will talk with individuals we nominate.

XI. Bylaws - Chuck Davidshofer (handout)

Housekeeping Changes

- P. 1 - Article I, Section 3, Specific Purpose. "The mission of the Corporation is as follows: The Mission of AUCCCD is to assist college/university counseling center directors in providing effective leadership and management of their centers, in accord with the professional principles and standards of Psychology, Counseling, and Higher Education."
- P. 2 - Article II, Section 1, Location of Principal Office. "The principal office of the Corporation will be located at the office of the Treasurer then in office..."
- P. 12 - Article VII, Section 5, Election of Board Members - the change will be withdrawn.
- Straw vote

A straw vote was taken to determine if we should consider providing a way for members to vote who cannot attend the conference. The results were as follows:

Keep things as they are - 0

Electronic balloting - 3

Provide some way of voting for people who can't attend conference - 10

Chuck, Emil and Maggie will draft a statement about an absentee balloting for the members to vote on at the conference. This will become d. under Article 4, section 4 of the Bylaws. Chuck will send a complete set of Bylaws to the Board, electronically, with the significant language changes in color.

- P. 18 - Article X, Section 1, Committees of the Board, will be changed to: "In addition to the Nominating Committee appointed and constituted pursuant to Article VII, Section 3 (a) and Article X, Section 1 of these

By laws, the Board may, by resolution adopted by a majority of the voting Board Members then in office, designate one or more committees of the Board, to serve at the pleasure of the Board. Such committees shall report directly to a member of the Governing Board designated by the President." Everything else under this section will be deleted.

- P. 19 - Article X, Section 2(b), Annual Conference Committee. "The responsibility of the Annual Conference Committee is to organize and conduct the Annual Conference for the Membership. In accord with the conference planning template, one or more Members of the annual Conference Committee shall be designated as the conference host (the "Conference Host")."

Harriett moved and Maggie seconded that the housekeeping changes of the Bylaws be approved. The vote was unanimous.

As a result of the housekeeping change of Article X, Section 1, Committees of the Board, Bob moved and Kathleen seconded that the Elements of Excellence Task Force be changed to the Elements of Excellence Committee. The vote was unanimous.

XII. External Liaisons/Contacts

- SCUCC - Jaquie Resnick
Anika will become liaison to Section on College and University Counseling Centers of the Society for Counseling Psychology/Division 17 of APA. Jaquie will inform the appropriate person.
- Jed Foundation - Greg Eells
Greg has been the contact. They are asking for someone from AUCCCD to be a member of their advisory board. Emil moved and Harriett seconded that Greg represent AUCCCD on the Jed Foundation Advisory Board. The vote was unanimous.

There has been interest in having someone from the Jed Foundation to do a panel. Consensus was that we would prefer not to invite outside people to participate in the conference. After some discussion, it was decided to invite them to be a vendor.

Bob will add a Jed Foundation link to the AUCCCD website.

The Minnesota mental health association will be creating a course for freshman students about mental health issues. Send feedback to Harriett.

Jaquie thanked Greg for keeping us connected with the Jed Foundation.

- ACCTA - Jaquie Resnick/Maggie Olona

The Board decided that then ACCTA liaison position could be designated to a Board member rather than the president-elect or past president. Mary will become the liaison for ACCTA for 2005 and 2006.

- ACPA/CCAPS - Dan Jones
Dan will continue as Board liaison for another year.
- SCP/APA Div. 17 - Jaquie Resnick
Jaquie will continue as Board liaison.
- NASPA - Maggie Olona
Maggie will continue as Board liaison. Maggie met with Stephanie Gordon, NASPA's Director of Educational Program, and Gwendolyn Dungy, NASPA's Executive Director, at the NASPA conference. They would like for AUCCCD to co-sponsor the mental health conference in California in January. They need two people to sit on the program committee. Anika and Greg have agreed to sit on the program committee. Maggie will be on the steering committee. The program will go out to counseling center directors. They will look at getting CEUs for psychologists. For now AUCCCD can be the CEU provider. Maggie informed them that it is counseling centers that are dealing with student mental health issues. They have asked the Board to sponsor a program at the NASPA conference next year. Jaquie suggested doing something on what we do for Student Affairs. Bob suggested the possibility of reporting on the survey.

The NASPA conference will be March 11-15, 2006 Washington, DC. AUCCCD board will have the midyear meeting there.

- IACS - Dan Jones
Dan will continue as Board liaison.
- ACHA - Greg Eells
Greg will continue as Board liaison.
- ACA/ACCA - Bob Rando
Bob will continue as Board liaison.

- XIII. Evidence Based Practice Task Force - Jaquie Resnick
The deadline for comments is April 18. Kathleen, Emil and Bob will write comments and send to Jaquie by April 8. Jaquie will draft a statement from the Board.
- XIV. History - Jaquie Resnick
Judy Mack took the lead in writing the history of AUCCCD. She sent Jaquie a text version that Jaquie will share with the Board. Emil will send the Board

a list of where all the AUCCCD conferences have been held since the beginning and the conference hosts.

XV. Globalization Efforts - Jaquie Resnick

- The International Association of Applied Psychology (IAAP) - meets every two years. The next conference will be held in Athens Greece July 16-21, p2006. The website is www.cop.es/docsecur/iaap. The current president of the Division of Counseling Psychology for IAAP is Fred Leong. Would it be beneficial to have a day meeting somewhere in Europe for those counselors that could attend? Jaquie will correspond with Les McMann to see if there is any interest in hosting a meeting of counseling center directors in Athens in 2006. Kathy, Denise, Jaquie and Anika will form a workgroup to do follow up on this.
- Maggie will be speaking at The Association of International Educators (NASSA) conference and will represent AUCCCD. Emil is going to the Tri lateral forum of Professional Psychology in Canada, Mexico and the U.S. Maggie and Emil will discuss both conferences at the next board meeting.
- Can AUCCD form a network of international counselors around the world? There is a growing interest in how we deal with international students on our campuses. How can be link professional organizations to professional organizations? One idea was to do an exchange of counselors (like we do student exchanges). Some of the counseling center directors from abroad indicate that it is very expensive to come to our conferences on an annual basis. The next step for our group could be an exchange idea. Are there counseling centers that would be willing to host a counselor from another country for two weeks? We could begin to develop a list of who in our organization would be interested and who internationally would be interested and make matches that way.
- We have now held two meetings for international directors at the annual conference. Thus it was decided that we would have an international directors program at the next conference.
- Harriett mentioned the International Institute of Counseling held at the University of Minnesota every two years.

XVI. Other New Business

- Committee on Accreditation (CoA) - Emil Rodolfa
On June 23, 2005 there is going to be a summit to be held in Utah with representatives from the Board of Educational Affairs, CoA, five or six training council representatives and other individuals affiliated with training to discuss who is going to be on the committee and some of the functions of the committee. The last proposal was to expand the committee to 48. APPIC has said we are an underrepresented group.
- The state of Washington just passed a resolution to eliminate postdoc. requirements for licensure. The requirement now is two years of experience, one of which must be predoc., which means both can be predoc.

Two workgroups will be formed by APA: One to study how many psychologists are needed for the nation and one to look at postdoc experience and licensing laws and whether this experience is needed for licensure.

- **Mission/Vision/Policies and Procedures**
The revised mission statement (see below) may need some tweaking. In addition, we need a vision statement and a policies and procedures manual. The Board should send comments about the revised mission statement to Jaquie. Chris suggested strategic goals under the mission statement. The Board brainstormed on a vision statement, but did not come up with anything substantial. Chris, Emil, Greg and Bob will work on the mission, strategic goals and vision statement and send to Board for feedback.

Revised Mission Statement

"The mission of AUCCCD is to assist college/university counseling center directors in providing effective leadership and management of their centers, in accord with the professional principles and standards of Psychology, Counseling, and Higher Education. AUCCCD promotes the awareness of college student mental health through research, education and training provided to members, professional organizations and the public with special attention to issues of diversity and multiculturalism."

Policies and Procedures

Denise suggested that each of the work groups list their purpose and policies and procedures. Kathleen volunteered to chair an ad hoc policies and procedures task force. She will draft a document outlining what each work group chair needs to provide. She will send the document to Jaquie for feedback before sending to board.

XVII. Next Board Meeting

The annual conference will be held in Minneapolis, October 21-25. The Board will meet all day Thursday, October 20 and some of the day Friday, October 21. The Board will arrive on Wednesday, October 19.

The meeting adjourned at 1:35 p.m.

Action Items

1. **Bob** will send the AUCCCD Directors' Survey to the Board electronically. **Board members** will critique the survey and send feedback and additions to Bob electronically by April 30.
2. **Jaquie** will telephone Vivian indicating that the Board has decided that this is the last year we will be funding them and, to the extent possible we can maintain some of the historic items on the existing data bank, we will send those to her each year. Jaquie will also inform Bob of the Board's decision, but instead of offering to send survey items to him, he will be invited to serve as a consultant on the AUCCCD

survey with a possible honorarium. Jaquie will follow-up both telephone calls with a letter.

3. The **research and science work group** will place an article in the newsletter about the survey.

4. The **research and science work group** survey will tentatively be piloted to the membership in August with a deadline of Sept. 15. Reminder notices will be sent out.

5. The **research and science work group** will be acknowledged the history of the Gallagher and Maryland surveys.

6. Jaquie asked the **conference program and planning work group** to look at what would be the best way have some stability and consistency in conference planning.

7. **Maggie** will send out the call for nominations of LAA awards on April 1.

8. **Chuck, Emil and Maggie** will draft a statement about absentee balloting for the members to vote on at the annual conference.

9. **Chuck** will send a complete set of Bylaws to the Board, electronically, with the significant language changes in color.

10. **Jaquie** will inform the appropriate person that Anika will become liaison to Section on College and University Counseling Centers of the Society for Counseling Psychology/Division 17 of APA.

11. **Greg** will invite the Jed Foundation to be a vendor at the annual conference.

12. **Bob** will add a Jed Foundation link to the AUCCCD website.

13. **Maggie** will inform the NASPA mental health conference organizers that Anika and Greg will sit on the program committee.

14. **Kathleen, Emil and Bob** will write comments regarding the APA Evidence-Based Practice document and send to Jaquie by April 8. **Jaquie** will draft a statement from the Board and send to APA.

15. **Emil** will send the Board a list of where all the AUCCCD conferences have been held since the beginning and the conference hosts.

16. **Jaquie** will correspond with Les McMann to see if there is any interest in hosting a meeting of counseling center directors in Athens in 2006. **Kathy, Denise, Jaquie and Anika** will form a workgroup to do follow up on this.

17. **Maggie and Emil** will discuss the Association of International Educators (NASSA) conference and the Tri lateral forum of Professional Psychology in Canada, Mexico and the U.S. conference, respectively, at the next board meeting.

18. The **Board** should send comments about the revised mission statement to Jaquie.

19. **Chris, Emil, Greg and Bob** will work on the mission, strategic goals and vision statement and send to Board for feedback.

20. **Kathleen** volunteered to chair an ad hoc policies and procedures task force. She will draft a document outlining what each work group chair needs to provide. She will send the document to Jaquie for feedback before sending to board.

Minutes recorded by Anika C. Fields, Governing Board Secretary