



Association of University and College Counseling Center

Governing Board Mid-Year Meeting

Philadelphia , Pennsylvania

March 31, 2004

Present: Jaquie Resnick, President; Greg Snodgrass, Past President; Chuck Davidshofer, Treasurer; Anika Fields, Secretary; Mary Bolin-Reece; Mary Doty; Dan Jones; Malcolm Kahn; Robert Rando; Maggie Olona; Denise Hayes; Greg Eells, Harriett Copher Haynes

President Jaquie Resnick convened the meeting at 5:10 p.m.

Approval of Agenda

The agenda was approved with the following additions:

- **Should our webmaster be a Board member or Board appointed?**
- **Do our work areas need to be changed to fit more of what we do?**
- **Should our dues be raised?**
- **Jed Foundation**

Business conducted by email

The following business was conducted by email:

- **Approval of Governing Board and Business Meetings minutes from the 2003 annual meeting in New Orleans ;**
- **Approval of the organization paying the expenses for a board liaison (Bob Rando) to attend the Elements of Excellence meeting and Institute;**
- **Endorsement of the Music Association position regarding mental health counseling for music students (Jaquie sent letter on behalf of AUCCCD).**

Mary D. moved and Harriett seconded to confirm the above actions with the following correction to p. 8 of the November 8, 2004 Governing Board minutes and page 4 of the November 9 Business Meeting minutes: Under the Diversity work area, the Diversity Leadership mentee from Purdue University was Barry Schreier, not Gary Shrinner.

- Treasurer's Report - Chuck Davidshofer (handouts)

The treasurer distributed the following:

- Itemized Category Report (third quarter report of income and expenses, i.e., January 1, 2004 through March 29, 2004);
- List of AUCCCD accounts and their balances (totals \$118,820.12 to date);
- The 2003-04 Financial Report (see summary below) for the first three quarters (July 1, 2003 through March 29, 2004);
- Itemized Category Report (accumulative quarterly report of income and expenses, i.e., July 1, 2003 through March 29, 2004).

A. Financial Summary (July 1, 2003-March 29, 2004)

	Checking		Trans.		
	Income	Expenses	Acct. Bal.	Sav.	TOTALS
			CD #1	CD #2	
Bal. For'd		3288.56	33,101.64	25,369.26	91,059.46
7/1/03			245.11	152.19	
1 st qtr.	52,105.67	676,180.85	78,116.08	33,346.75	25,521.45
			249.63	151.43	136,964.28
2 nd qtr.	7,698.85	16,271.08	69,142.79	33,586.38	25,672.88
			168.44	152.01	128,412.05
3 rd qtr.	2,372.34	11,964.25	59,230.43	33,764.82	25,824.89
					118,829.14

4 th qtr. 0.00 0.00 59.203.43 33.764.82 25,824.69 118,820.14

B. Credit Cards

It would cost a maximum of \$2,000 per year to allow credit card use. Many institutions are going to credit cards exclusively. There would not be any cost to get started, however there is a charge of 3.5% on each transaction plus a \$0.55 fee per transaction. This is not prohibitive and may be advantageous. This may need to be discussed in context with possible dues increase.

Maggie moved and Greg seconded that the treasurer's report be approved with "thanks" to Chuck. The motion was approved unanimously.

New Membership Committee - Malcolm Kahn, Dan Jones, Mary Bolin-Reece

A. Titles of Centers

Malcolm surveyed the titles of AUCCCD member centers from A to H. One hundred sixty out of 174 have "counseling" in the center's name.

• Membership Issues

- Should AUCCCD continue to be institutional or should we open up to more than one counseling/mental health agency at an institution?
- Institutions that have satellite campuses - We have already identified that satellite campuses can be members.
- Campuses that have a counseling center and a mental health center. Chuck indicated that the bylaws state we can have affiliate members, however they do not have voting privileges. This could be a temporary solution. Dual-chaired directors are also in the bylaws. We need to be careful, however, about recognizing mental health centers that are not counseling centers because this could place some directors in jeopardy.
- Another concern is merged centers where the person over the center (usually an M.D.) is not the director of counseling. Since our mission statement indicates that the organization is for counseling center directors, the Board felt in the case of merged centers, the person who attends the conference should be the one who oversees counseling. It was suggested that we use IACS' definition of a counseling center.

Maggie suggested that issues like the above could go to the membership committee. The chair of the committee or the center representative could go down a checklist of criteria for being considered a counseling center and make a determination. This brought up such questions as "What if we did away with the one person per institution rule?" "Do we let people in as affiliate members?" "What are the agencies that would qualify as counseling centers?"

Chuck indicated that there are lots of issues surrounding this and we want to get to a place where everyone is comfortable. He suggested a practical solution would be to use the bylaws and say, "According to the bylaws, the board can make a decision on a case by case basis as to who would be an affiliate and who would be a full member." Everyone who presently attends the conference as a full member could be "grandfathered" in. Anyone else who attends from that campus would be an affiliate member. The membership committee and/or Chuck could have guidelines that list what we consider affiliate members. Each affiliate would pay as full members. Maggie suggested we do a two-year trial. These issues were referred to the Membership Committee for further elucidation and discussion at the next annual meeting.

- How can we help conference planning committees clearly identify who should attend our conferences? The membership committee will work on a template to address this and present to the Board.

Liaison Reports

A. ACPA CCAPS - Commission 7

No report was available. Don Paulson is meeting with the commission tomorrow night (April 1).

B. IACS - Chuck Davidshofer

The Board will be meeting on Saturday afternoon (April 3). Elections have been held, but they are not finalized yet. AUCCCD could do more to encourage members to become accredited centers. For example, at conferences we could be more vocal or we may want to consider explicitly endorsing IACS. IACS accreditation board is trying to figure out between "shoulds" and "musts" in the accreditation standards. Maybe an IACS sponsored program on standards of care would be helpful to centers.

C. NASPA - Chuck Davidshofer

The NASPA conference was in Denver ; Chuck attended the first part of the week. He spoke with Kevin Cruger who is the person most interested in the mental health section. This conversation was most beneficial. NASPA doesn't have a lot of programs geared toward counseling centers. However the founder of the JED Foundation was there and had a program. One of the programs Chuck attended was on benchmarking. They are just beginning the process. Jaquie asked should we be trying to become more involved by submitting a program around counseling centers. Chuck indicated that there is a mental health task force that meets by invitation only and that mental health is one of the major topics on the presidents' agenda. After thoughtful discussion, the Board unanimously agreed that AUCCCD should move in the direction of getting involved with NASPA. Maggie, Greg S., Greg E. and Bob expressed interest in being the NASPA liaison. This will be discussed further under New Business.

D. ACCA - Jaquie Resnick

Mark Freeman, president-elect of the American Counseling Center Association (ACCA), indicated he would like to have an ACCA liaison to AUCCCD and vice versa. ACCA is made up of counseling center staff from universities and community colleges. This will be discussed further under New Business.

The meeting was adjourned at 8:58 p.m.

Minutes recorded and submitted by Anika Fields, Governing Board Secretary

Action Item

The membership committee will work on clarifying several issues surrounding membership (see pp. 3-4 of these minutes) and present to Board at their meeting in Lake Tahoe . The membership committee will also work on a template to address who should attend AUCCCD conferences.

Contact [AUCCCD Webmaster](#)

Last update on December 30, 2005

This site is best viewed in Internet Explorer or Netscape 6.0 or higher



Association of University and College Counseling Center

Governing Board Mid-Year Meeting

Philadelphia , Pennsylvania

April 1, 2004

Liaison Reports (continued)

E. The Society of Counseling Psychology, Division 17 (SCP/D17) - Jaquie Resnick (handouts)

Jaquie distributed the following:

- SCP/D17 liaison report (see summary below);
- An excerpt from APA President-elect Ron Levant's 2005 presidential initiatives addressing evidence-based practice;
- A position paper on Evidence-Based Practice

SCP/D17 Liaison Report

- **Professional Practice** - In addition to being AUCCCD's liaison to SCP/D17, Jaquie is also the Vice President for Professional Practice for SCP/D17. Evidence-Based Practice was discussed significantly. The President of SCP/D17, Derald Wing Sue, established a task group chaired by Bruce Wampold and Jaquie to articulate SCP/D17's principles and to work with other divisions, committees and APA president-elect Ron Levant. Jaquie suggested a possible Elements of Excellence program on this so that it could be discussed further with the membership. The Professional Affairs work area could also work on this.
- **Retreat** - There was a full day retreat on the future of counseling psychology led by past-president Louise Douce. The results are being written up.
- **Multicultural Conference and Summit** - The Multicultural Conference and Summit will be held in Hollywood , Ca, January 27-28, 2005. The call for programs and sponsors is forthcoming. For information, go to www.multiculturalsummit.com . The Board agreed that AUCCCD should be one of the sponsors.
- **Section on College and University Counseling Centers** - Check the website for membership and other information at www.div17.org/scucc/ .
- **SCP/D17 Membership** - For information on membership go to www.div17.org/membership/membership.htm .

- **NASPA**

Instead of appointing a new liaison, Jaquie suggested that Chuck continue for now. He will follow-up with Kevin Cruger, indicating that the Board discussed a desire to establish a more formal relationship with NASPA and ask how we may be helpful with the mental health task force.

F. ACCTA - Greg Snodgrass (handout)

- ACCTA's annual conference was held in Cape May , NJ , October 18-22, 2003. Keynote speakers were Dr. Derald Wing Sue and Cynthia Belar.

The following officers and Board members were elected at the conference:

- Barry Schreier (Purdue University), President-elect
- Michael Johnston (California State University , Long Beach) - Secretary
- Jihad Aziz (Virginia Commonwealth University)
- Julie Corkery (University of Iowa)
- Kristee Haggins (University of California , Davis)
- James Hennessey (Florida State University)
- Cecilia Sun (University of Houston)
- Jenny Cornish (university of Denver), Karen Taylor (Ohio State University) and Sherry Benton (Kansas State University) will continue as President, Past-President and Treasurer, respectively.
- ACCTA Clearinghouse. In 2004, 226 candidates and 10 sites registered with the ACCTA Clearinghouse. Twelve positions were filled, all with candidates from APA accredited programs.
- ACCTA continues to be very active in their liaison work.
- The 2004 annual conference will be held October 2-6 in Jacksonville , FL , hosted by James Hennessey (Florida State University).

President's Report - Jaquie Resnick

A. Campus Care and Counseling Act

This is an amendment to the Higher Education Act, with versions offered in both the House and the Senate to create federal funding for college student mental health.

Jaquie wrote a letter on behalf of AUCCCD and separately from the University of Florida to all the representatives of the Work Employment and Education Sub-Committee. She asked that Board members send a letter of support on their letterhead to their local representatives. Malcolm asked about the downside to this act. One could be it is probably competitive among schools, however the details of the grant have not been finalized. The Elements of Excellence task force may want to do a program on grant writing.

B. Association Sponsorships

Don Rosen was AUCCCD's liaison to the Music Association at no cost to the organization. He has not sent a report, however it seems like a win-win situation. Harriett would like something to show the list of benefits. Bob will follow-up with Don.

- Electronic Voting

Anika will keep a record of all electronic voting so that this will be available at Board meetings. Anika will also collect all votes and send out an official count after the deadline date. If a vote is not received by the deadline date, then that will be considered an abstention.

- Historian

Bob and Chuck volunteered to be liaisons to the historian so that the Board will know how this is forming. Archiving history will be placed under the Technology work area.

• Multicultural Summit

Harriett moved and Greg E. seconded that we be a sponsor to the National Multicultural Conference and Summit (NMCS) at \$750. Harriett, however, accepted a friendly amendment to raise this amount to \$1000. The vote for the latter was unanimous. The NMCS will be placed under the Diversity work area. Jacquie will inform the NMCS coordinators of the AUCCCD contribution for sponsorship.

• Globalization

AUCCCD has a number of international members. Jacquie and Louise Douce took the four international members who attended the conference in New Orleans to breakfast. They were from Spain, two Arab countries and the United Kingdom. Jacquie feels this was a great initiative and one that should be continued. Jacquie suggested a program where our international members could discuss their issues. This was deferred to the Diversity work area. It was suggested that Mexico and Canada also be included. The Diversity work group was asked to establish guidelines regarding who should be included.

• Budget and Dues

Our dues are very low for a professional organization. While we have money in the

bank, it is not a lot of money for an organization. This will be discussed further at the annual conference.

- Journal of College Student Psychotherapy (JCSP)

At the November 11, 2004 business meeting, we indicated the Journal proposal would be placed on the listserv for a vote. The vote was 127 "yes" and 6 "no". We should list in our advertisements that the JCSP electronic version is a benefit of membership. Greg S. will lead a Think Tank at the Lake Tahoe conference regarding how we can make JCSP more beneficial to us.

Past President's Report - Greg Snodgrass

A. Lifetime Achievement Award (LAA)

Greg S. will send out the announcement regarding the LAA in April. The status of committee members are as follows:

- Vivian Boyd - membership will be extended another year since she could not participate last year due to being a nominee for the award;
- Don Paulson - term has ended, however Jaquie recommended him for a second term;
- President-elect or Past President (Greg Snodgrass) - chair of committee;
- Chuck Davidshofer - two more years;
- Anika Fields - three years;
- Jeri Rockett - one more year;

It was recommended that at least one of the past recipients of the award be an at-large member of the committee. It was emphasized that committee members could not write letters for nominees. Jaquie mailed the awardees the comments of those that nominated them. In the future they will receive copies at the banquet.

B. Board Nominations

The call for president-elect and three Board members will go out this summer. Greg S. encouraged everyone to nominate individuals they think would work well on the Board and to encourage others to nominate individuals or themselves.

C. Demographic Survey

Last year was the first year we did the demographic survey electronically. The survey is

ready to be launched again. Several questions came up regarding the survey as follows:

- Do we want to continue doing this?
- Do we want to make it a part of the annual membership renewal?
- Do we value it enough as an organization to continue with it?
- Can we get Bob Gallagher to incorporate his data?

It was decided that we would include the survey with the annual membership renewal with a statement indicating that this is a part of the renewal process. There will also be instructions as to where it can be found on-line. For this year professional membership of staff will be removed. Jaquie, Greg S. and Chuck will discuss what needs to be included and how to get it to the membership.

Work Areas

Greg S. mentioned that there is not a work area for organizational affairs.

A. Research and Science - Bob Rando and Chuck Davidshofer

What kind of information do we want from a survey in this area? The committee will create "talking points" regarding this, i.e. costs, how the survey worked with the data bank, can questions be drawn all at once, can recurring questions go to the data bank with AUCCCD membership being able to get information, etc.

B. Technology - Bob Rando (handout)

Bob made changes and/or additions to some of the listserve rules. For all the rules, see the November 8, 2003 Governing Board minutes. The changes/additions are as follows:

"1. Do not use the list for illegal or unethical purposes. It is important to consider ethical guidelines when making postings related to a specific client and the degree of information shared.

- Postings must be related to the general purpose of the

list which is to facilitate communications among AUCCCD members on issues related to their functions as Counseling Center Directors.

7. File attachments are not allowed on the list. (This is a policy of the list host organization and may not be modified).

8. It is an infringement of copyright laws to include the full text of copyrighted material on the list - If it is permissible, you may provide a brief quote from copyrighted material or a link to the original source.

Rule Violation Procedure:

Members noting a violation of the list service rules should notify the AUCCCD Technology Committee chairperson {Robert Rando - robert.rando@wright.edu }.

The Technology Committee chairperson will forward the violation to the AUCCCD Board for review and possible action.

The List Server Administrator may choose to immediately remove a member from the list when he/she deems it necessary. Subsequent to the member's removal the issue will be forwarded to the Board for consideration."

Bob will inform the Board if he needs to hire a student assistant, however at present, he doesn't. Applauds were given to Bob for a great job with the web. Chuck was added to this committee.

C. Director Development - (Harriett Copher Haynes)

1. Conference Program was deleted from this area.

D. Diversity Mentorship (Harriett)

The announcement for the Diversity Mentor Award is on the website. The deadline is May 31. We will select two awardees this year. Jaquie requested that Harriett write a brief report of last year's program. Harriett suggested that we indicate in the conference program that the Diversity Awards is a Board-sponsored activity.

E. New Directors/Attendees (Maggie)

Maggie wants to make some changes so that the Board can be more involved with the new directors/attendees. She would like to require the panel of experienced directors to continue to be on the program and for the Board to let the program committee know that this is from the Board. Maggie will send a list of all Board-directed programs to the program committee.

F. Elements of Elements (Harriett/Bob)

Maggie indicated that new directors and first time attendees cannot easily attend the E of E Institute if it's a part of the AUCCCD conference. It needs to be a morning pre-conference workshop. Bob will change the website to read that the E of E will be a pre-conference workshop. Jaquie asked for a one-page summary of last year's program. The mission of the E of E is on the website and will be placed in the program so that members will have more of an awareness. Bob will remind Rosa Ament and Jon Perry to send Jaquie the budget. The usual reimbursement policy will be followed for this year.

G. Diversity - Denise Hayes

Denise will start working on a mission statement for this area.

Would like to have a Board-sponsored program based on the video "Last Chance for Eden," a sequel to the "Color of Fear" video. Excerpts of the video could be shown and a panel would facilitate discussion. Greg E. and Anika have agreed to serve as facilitators with others, such as an international person. The video will be given as a door prize.

Feedback was solicited from the Board on what areas this group should focus on. The following suggestions were made: disability, diversity issues that centers face and how these are dealt with, GLBT. Harriett warned that the diversity work area committee should not try to change the composition of the various groups that meet at the conference, such as multicultural coalition and GLBT.

Mary B-R moved and Maggie seconded that we have a plenary session on the video "Last Chance to Eden ." The vote was unanimous. Chuck will give Denise a list of non-U.S. members.

APA/Divisions and ACPA/Commissions will be deleted under this area and international membership will be added.

H. Professional Affairs - Mary Doty

This work area will be sunset this year and reestablished if we need it.

I. Public Relations and Advocacy - Mary Bolin-Reece

It is time to submit nominees for the Media Awards. Press releases have gone out for last year's awards. Denise will get awards made this year. Bob will place the AUCCCD logo on disk and send to Denise. The names and information of the awardees will be given to Mary immediately after the conference.

Request from media regarding policy, etc. should be referred to the President. Data formation should be referred to Bob Gallagher or the University of Maryland . Chuck suggested emailing Mary when requests are made from the media so that she can keep track of it.

J. Membership

A membership committee has been formed which will be chaired by Malcolm. Problems will be dealt with on a case-by-case basis. Greg moved and Maggie seconded that we deal with multiagency membership and other membership eligibility issues by using the powers invested in the Board to grant affiliate membership status based on guidelines established by the Board, consistent with the mission of the organization. The vote was unanimous.

New Business

A. Bylaws Revision

Revision of bylaws will be done to clarify things, not change anything. Maggie and Mary B-R will work with Greg S. on this. Jaquie and Chuck agreed to review the suggested changes.

B. Electronic Voting

Jaquie noted that a member contacted her, asking the Board to consider electronic voting. Discussion followed. Merits - Membership vote on convention sites, officers and Board members and changes in bylaws. The bylaws require a quorum of the entire membership to vote at present. If we vote electronically, we could decide who gets the ballot, i.e. people who are eligible. Since we barely have a quorum at some business meetings and we consider how many new people attend the business meeting, we have a small number of people who make decisions for the entire membership. The question was raised as to the rationale of changing a voting system that has been in place since the organization's conception. It was decided to get an advisory vote from the Board members. Seven were in favor of keeping the voting of officers and convention sites as is and five were in favor of electronic voting. A proposal for the membership will be ready for the Lake Tahoe conference. It was indicated that regardless of whether we go to electronic voting or continue to vote as we do now, the By-laws regarding a quorum still needs to be changed. Anika moved and Malcolm seconded that a quorum at the conference be defined as a third of the registered members at the conference in good standing. There were ten votes in agreement and one abstention.

C. Absentee Balloting

Mary D. moved and Greg E. seconded to explore a by-laws change that would permit absentee balloting prior to the conference for members in good standing unable to attend the conference, permitting them to vote for Governing Board officers and members and the conference site. The vote was unanimous.

D. Partner Registration

The breakfast and breaks are not included in partners' registration cost. Meals included at present are the opening and closing meals. Maggie will include on the registration materials what is included in their registration and is not included. It will also be added that the conference CE sessions are for directors only. It was emphasized that we want to be very gracious to the partners, but cannot organize programs, meals and activities for them. This should also be mentioned at the partners' orientation.

E. Conference Planning

- New Orleans (Malcolm)

Fiscally, New Orleans is to be commended. Seven members still owe money. Chuck will check with Joe Pittle to see what he's done about collecting from these members and get back with the Board. Chuck indicated that the report is not complete because \$6,000-\$7,000 was advanced to them, thus they may end up in the red. Also all expense and revenue from shirts and bags has not been reported.

- **Indianapolis Proposal for 2006-07 (Carol Hagans Hartil**

And Meeting Consultant Jeff Cummings)

A PowerPoint presentation was given. The dates would be over Halloween for both years or early November. The Marriott and Westin Hotels have dates on hold. The cost would be under \$150/ night. The planning committee consists of the following:

John Shafer, Franklin College

Susan Prieto-Welch, Purdue

Sue Steibe-Pasalich, Nortre Dame

Leslie Stockton, University of Indianapolis

Denise Hayes, DePauw University

Steward Cooper, Valparaiso University

Lisa Bishop, Vincinne

Nearby directors from Michigan , Illinois and Kentucky

- **Lake Tahoe - 2004 (Maggie for Judy Mack - handout)**

The dates are October 10-14, 2004. The theme is "Reflections 2004." A registration fee has not been established. The Call for Programs will be issued in mid April. They will be due in late May. Maggie will check about rooms for October 8 for the Board. Maggie will also encourage the conference committee to apply for sales tax exemption.

- **Maine (Proposed by Charlie Grant, Emeritus Director)**

Dates proposed are September 29-October 3, 2006 at Samoset Resort at \$199/night. While Charlie wanted the Board to make a decision, the By-Laws prohibits this. There must be a vote of the membership. Also at the time of the proposal, there must be at least five active members on the planning committee. Maggie Olona will communicate with Charlie thanking him for his work and informing him that it will be necessary to follow the required process.

- **Minneapolis**

Minneapolis Convention Center decreased their staffing; therefore, the planner for the conference had to look for another job. There is a possibility that if the convention center cannot handle all the conference activities they will outsource with her. Laurie Arviso, Walter Bera and Henry Emmons have been confirmed as presenters.

- **Maggie will send out an appeal to the membership for proposals for 2007 and 2008 conferences. These will be voted on at the Lake Tahoe meeting,**

- Maggie distributed a revised conference template. She asked the Board to review it and to send feedback to her by email.

F. Jed Foundation - Malcolm Kahn and Greg Eells

This is an organization started by Philip and Donna Satow in 2000 after their son, Jed, a university student, committed suicide at the age of 20. The organization is "committed to reducing the youth suicide rate and improving the mental health safety net provided to college students nationwide" (see website at www.jedfoundation.org). Their website, Ulifeline (www.ulifeline.org) "is an anonymous, internet based resource that provides students with a non-threatening and supportive link to their college mental health or counseling center." Schools can join and link their websites to the Jed Foundation's site. Malcolm proposed that the President or someone from the Board communicate with Phil Satow to introduce him to AUCCCD. Greg E. volunteered to do this. Mr. Satow apparently thinks counseling centers do a good job on campuses, but he realizes that most centers don't have the financial resources, so he's looking into finding money.

G. Governing Board Meetings

A. 2004 - Lake Tahoe . The Board agreed that additional time was needed to address the many issues facing AUCCCD. The Board will plan to meet all day on Saturday, arriving on Friday evening. Dinner will be on your own Friday and Saturday. The Board will resume meeting most of Sunday, finishing in time to participate in the New Directors meeting. Possibly one morning Board meeting will be cancelled during the conference, depending on agenda. It was agreed that Board members would be compensated for one evening as they will have to come in two nights before the beginning of the conference to conduct business.

B. 2005 - Midyear meeting. ACPA will be meeting in Nashville .

Jaquie offered to explore the possibility of meeting elsewhere and communicating with IACS. However, many members expressed the desire to meet in Tampa at the NASPA meeting and the IACS Board members offered no objection. There was some discussion regarding the pros and cons of such a decision. It was the clear consensus of the Board to meet in Tampa at NASPA on a trial basis.

The meeting adjourned at 4:55 p.m.

Minutes recorded and submitted by Anika Fields, Governing Board Secretary

Action Items

- 1. The Professional Affairs work area will work with Element of Excellence members on a program regarding Evidence-Based Practice.**
- 2. Chuck will follow-up with Kevin Cruger regarding the Board's desire to establish a more formal relationship with NASPA. He will also inquire as to how we may be helpful with NASPA's mental health task force.**
- 3. Jaquie asked that Board members send a letter of support on their letterhead to their local representatives regarding the Campus Care and Counseling Act.**
- 4. Bob will follow-up with Don Rosen regarding the liaison relationship with the Music Association. The Board would like something to show the benefits of this relationship.**
- 5. Anika will keep a record of all electronic voting. She will also collect all votes and send out an official count after the deadline date.**
- 6. Bob and Chuck will be liaisons to the historian and report back to the Board.**
- 7. Jaquie will follow-up with the NMCS regarding co-sponsorship of the conference at the \$1000 level.**
- 8. The Diversity work area will work on a program for our international members to discuss their issues. They will also establish guidelines regarding who should be considered international members.**
- 9. Greg S. will lead a Think Tank at the Lake Tahoe conference regarding how we can make JCSP more beneficial to AUCCCD.**
- 10. Greg S. will send out an announcement regarding the Lifetime Achievement awards.**
- 11. Greg S. or Jaquie will appoint someone from the board to fill the vacant position on the Lifetime Achievement Awards committee.**
- 12. Greg S. will send out the call for president-elect and three board members this summer.**
- 13. Chuck will include the Demographic Survey with the annual membership renewal notice with a statement indicating that this is part of the renewal process. Jaquie, Greg S. and Chuck will discuss what needs to be included in the survey.**
- 14. The Research and Science work area will create "talking points" regarding the survey they will create for this area..**
- 15. Bob will inform the Board if he needs to hire a student to assist him with the AUCCCD website.**
- 16. Harriett will write a brief report of last years' Diversity Mentor Award program.**
- 17. Maggie will send a list of al Board-directed programs to the program committee.**
- 18. Bob will change the website to read that the E of E will be a pre-conference workshop.**
- 19. Denise will start working on a mission statement for the Diversity work area. Chuck will give Denise a list of non-U.S. members.**
- 20. Denise will get the Media awards made. Bob will place the AUCCCD logo on disk and send to**

Denise. Malcolm will give the names and information of the awardees to Mary immediately after the conference.

21. Malcolm will chair the new membership committee.

22. Maggie and Mary B-R will work with Greg S. to revise bylaws. Jaquie and Chuck agreed to review the suggested changes.

23. The Board will have a proposal ready to present to the membership regarding a electronic voting.

24. Maggie will make sure that registration materials emphasize what is and is not included in the partners' registration. She will also make sure the materials emphasize that the conference CE sessions are for directors only. All of this will be reiterated at the partners' orientation.

25. Chuck will contact Joe Pittle to see what he has done about collecting from those members who still owe money for the New Orleans conference.

26. Maggie will check about rooms for board members for October 8 in Lake Tahoe .

27. Maggie will encourage the Lake Tahoe conference committee to apply for sales tax exemption.

28. Maggie will communicate with Charlie Grant thanking him for his work so far on a proposed 2006 conference and informing him that it will be necessary to follow the required process for proposal presentation. Maggie will also send out an appeal to the membership for proposals for the 2007 and 2008 conferences.

30. Maggie asked that the Board review the revised conference template and send her feedback by email.

31. Greg E. will contact Phil Satow, co-founder of the Jed Foundation, to introduce him to AUCCCD.