

Annual Business Meeting, Southeast Region, ACPE  
Oceanfront Clarion Resort Hotel, Jekyll Island, Georgia, March 13, 2008

Chair-elect Amanda Jones, in the absence of Chair Irene Albritton, called the business meeting to order at 2:20 PM. A quorum was present. Changes to the agenda (white) were announced.

MOTION 1: To adopt the agenda, as amended. Approved.

Minutes of the March 23, 2007 Business Meeting (yellow), having been circulated within the registration packet, were addressed. Approval was requested. One amendment was made: Bridget Piggue noted that on page 5, item 5, the name change from REM to “Cultural, Racial and Ethnic Committee” was a Southeast Region change only, not a national one.

MOTION 2: To approve the minutes, as amended. Approved.

The Chair welcomed all guests, especially those who were present for their first regional business meeting.

Robin Booth, Certification Chair, introduced those who had been certified and reported on committee actions. In the Fall of 2007, Steve Lemons received certification as Supervisor and Amani Legagneur as Associate Supervisor. These were recognized. Robin announced that David Carnish had received full certification as Supervisor in a committee meeting this morning. In other Certification actions, Cora Saunders and Laurie Robbins received Extensions on Candidacy; Robert Freeman was approved for Candidacy; and Harvey Rogers and Miguel Santamaria received consultation.

## ACTIONS

1. Secretary Phil Summerlin reported from the Administrative Board. Two amendments to the Policies and Procedures Manual related to Accreditation Site Visit issues had been sent back to the Budget and Investment Committee in last year’s business meeting. These now, having been revised after consultation, and having been approved by the Administrative Board, were presented to the body for action. One change is headlined “Accreditation Site Review Fee” (blue); the other is designated “Accreditation Site Team Reimbursement” (blue-green).

MOTION 3: To approve both amendments to the Policies and Procedures Manual. Approved.

Next, Phil recalled that, at Hickory Knob last September 30, a “Task Force to Review the Job Description of the Regional Director and Make Recommendations” was appointed by the Administrative Board, based on action taken by the regional body in this meeting one year ago. Larry Wagoner was named chair of the Task Force. Two members of the Task Force were appointed from the Administrative Board: Amanda Jones and Jim Taylor. Other regional members nominated for the committee were Jacob Atuahene-Nsowaah, Robin Brown-Haithco, John Hartman and Maureen Shelton. The mandate given was: (1) That the Task Force, consisting of seven persons, be established. (2) That it be

charged with reviewing, and revising, as needed, the job description of the Regional Director, by integrating learnings from the Appreciative Inquiry Process into the current job description. (3) That the Task Force provide the Administrative Board with a study document that includes qualifications for and descriptions of the Regional Director job prospectus. (4) That, after review of the study document, the Administrative Board would submit the Job Prospectus to the regional body no later than 15 days before the March, 2008 meeting. (5) That the Task Force share their musings and their wisdom about the process to the Administrative Board.

The Task Force did their work. They requested information from each ACPE region and from other sources. They communicated by group e-mail. They met all day together on January 10. Then they took notes, circulated these, revised by e-mail, and completed a document that was sent to the chair of the Administrative Board on February 6.

For reasons unknown, that document never got to most of the Administrative Board before the March 12 gathering at Jekyll Island. That was the Board's first look at it, so nothing could be presented to the body for any action in this business meeting.

Where we are, at this point: (1) The Administrative Board has received, with deep appreciation, the report of the Task Force. (2) The Task Force, having done its work, is now discharged. (3) The document is now in the hands of the Administrative Board. We have already spent several hours reviewing, discussing and revising it. There is more to come. (4) The Administrative Board will distribute the document to the regional body as soon as possible. (5) We will offer opportunity for further discussion from the membership by inviting your comments. (6) The Administrative Board will present a more refined document to the region for action at the Business Meeting of 2009.

Meanwhile, since the present Regional Director's contract is due to expire at the end of 2008, the Administrative Board has voted to offer Jap Keith an extension of his current contract for two years, to 12/31/2010. This will give the Administrative Board and the regional body time to do their work unhurriedly. The Administrative Board requests that the region ratify this action now.

MOTION 4: To offer the present Regional Director an extension of his current contract for two years, to expire 12/31/2010. Approved.

2. Treasurer's Report: Jap Keith reviewed the Treasurer's Report (green). He observed that standing committees exceeded the budget "for the first time ever" by about \$1000. "That is due mostly to the costs of mileage." Jap mentioned that \$1500 had been transferred to the Pacific Region in an accreditation matter. The region spent a total of \$2445 more than our income this year, and used \$15,000 of surplus funds. Next Jap called attention to the Balance of All Funds (blue), noting that income has been "pretty steady" this year.

3. Budget and Investment: Woody Spackman presented the recommended budgets for 2008 and 2009 (pink). He said that this budget is "not appreciatively changed" from previous ones, "but we are dipping into reserves. This is not a significant problem yet,

but Budget and Investment will watch that.” We may have to adopt some different policies and practices in the near future to be financially responsible. One change has been made since printing: line item 1.6 has been changed from \$28,892 to \$29,192, making the total 2008 budget figure \$153,942.

MOTION 5: To approve the budget, as presented. Approved.

4. Woody Spackman reported on the recent “Summit” meeting in Kansas City. This was a conference on educational theory. Woody and Gene Robinson attended. “We were not there to change the supervisory process.” About 80 persons attended. The presenter was a Dr. Fishbank, and the focus of the conference was to learn more about the theory of objectives and outcomes. Woody described the conference as “energizing and helpful.” The textbook used was Planning Instruction for Adult Learners by Patricia Cranton. How we write goals, how to design specific objectives, how to separate syllabus issues were featured items. Gene commented, “it is a great time to take advantage of this kind of knowledge on the cutting edge of education.” Woody recommended to the region that we invite Dr. Fishbank to come and apply those theories to our situation. And, he added, “the take-homes were marvelous.”

5. Next, Woody addressed the accreditation site visit process changes implied by what we had approved earlier in Motion 3. (a) The CPE center pays \$450 for the site visit review, to be paid in advance to the regional office. (b) The report writer on the team gets \$150. (c) The other two team members get \$100 each. Woody wanted to make sure the region understood this, and asked for ratification of these particulars.

MOTION 6: To ratify these changes in payment in the site visit process. Approved.

6. Fred Smoot brought the Representations and Nominations Committee report (blue).

MOTION 7: To receive the nominations, as stated. Approved.

The floor was then opened for additional nominations. (a) There was a nomination from the floor for Board of Representatives, Class of 2010, but Bill Baugh was elected to that position. (b) Wes Monfalcone, who had been nominated for chair of Peer Review, said that he was willing to serve on that committee, but not as the chair. Wes asked that he be replaced. Tolly Williamson was nominated, and agreed to serve as Peer Review chair, class of 2010. Wes Monfalcone and George West are other members of that class on that committee. (c) Additional nominations for the History Committee resulted in the election of Benson Thomas and Joe Slade to fill those slots, class of 2011. (d) Donald Harris was named to fill the unexpired slot of Ron Lovelace on Accreditation. (e) The 2009 chair of RANC will be Jacob Atuahene-Nsowaah. The four who were elected to serve with him on that committee were Robin Booth, David Carnish, Peter Keese and Cecilia Walker.

MOTION 8: To accept these nominations, as amended. Approved.

## RECOMMENDATIONS FROM STANDING COMMITTEES

John Galloway brought these recommendations from the Annual Conference/Continuing Education Committee: (a) The national ACPE conference is moving from Fall to Winter-Spring. That calls for us to move the regional conference to the Fall of 2009. The committee recommends adoption of this new timing.

MOTION 9: That our next meeting be scheduled for October 6-9, 2009. Approved.

(b) That the next annual conference be held at Canterbury Retreat Center near Orlando. The center has 45 rooms available and can accommodate 90. Discussion followed.

MOTION 10: To hold the 2009 conference at Canterbury Retreat Center, October 6-9. Approved.

(c) John asked that regional members forward ideas regarding the 2009 program to the Annual Conference/Continuing Education Committee.

## REPORTS FROM STANDING COMMITTEES

1. Accreditation: Gene Robinson reminded those present that annual reports were due in February, and not all are in yet. He acknowledged that some changes in Accreditation may have been confusing. He announced a new satellite in Augusta, where Jan Hanson will be supervising. Morton Plant/Suncoast in Tampa is in candidacy. Two CPE centers have been lost: Phoebe Putney in Albany and the Tucker Center in Columbia. Gene informed the group that new information on the revised complaint process is available on the ACPE website. Then he asked for feedback: Are the Standards clear? If not, where is there confusion?

2. Certification: Robin Booth stated, "We are working hard to help people make it through the process. Eight individuals requested to meet committees. Two were turned down because of materials that were inadequate or late."

3. Standards: No report.

4. Cultural, Racial, Ethnic (REM): Bridget Piggue mentioned four items: (a) Concerning the rationale for the name change: "We are thinking of forming a co-leadership within the committee." One "point person" would represent the region at the national level. Another would focus on regional/local activities. (b) REM this year moved its meeting from February to April coincide with the ACPE meeting in Memphis April 3-5. (c) April 4 commemorates the 40<sup>th</sup> anniversary of Dr. Martin Luther King's assassination. See the ACPE website for more detail. (d) Twenty persons have requested scholarships for that Memphis meeting.

5. History: Ed Wilder reported that 15 supervisory interviews with regional supervisors now have been taped and are on DVD. Several more interviews are scheduled. These tapes have digital possibilities. Ed mentioned history training as part of the certification process. Current plans include hosting a workshop on "How to write a history for the Book of Remembrance."

6. Mission and Development: Larry Wagoner said, "This committee is only a little over a year old. It is a very active committee, responsive to concerns. We don't quite know what we're doing yet. We have funded some projects already. We are working on refining a form on how to present requests for money." Larry spoke of "long-range" plans, which in this context is defined as "three years." He added that "research needs to be brought back in, though it's always something we're skittish about." The hope is to

have a 2009 workshop on research: how to bring in new grassroots ideas, cutting-edge projects on new kinds of supervision and centers. "Send in your ideas."

7. Peer Review: Olen Grubbs declared that "peer review continues to be a healthy, important part of the region." Nine peer reviews were completed in 2007. There have been eleven thus far in 2008. "That leaves 18 or 19 still due in 2008." The next opportunity for peer reviews regionally will be at Hickory Knob in the fall. The possibility of setting up peer reviews in local areas is another option. Contact Olen for information about this.

8. Professional Ethics: Olen Grubbs has taken Amy Greene's place as regional representative to the national Professional Ethics board. Olen and Bridget Piggue recently received training in this area. Robin Brown-Haithco is the national chair of Professional Ethics. There have been no recent complaints from the Southeast region. Robin Brown-Haithco spoke of a pilot project that would involve a joint Ethics process between ACPE and APC. "There is lots of tension around all this." Two options remain: (a) a joint process. (b) streamlining our own process to save time and money.

9. Seminary and Denominational Relations: Franklin Duncan said, "we are looking for innovative ways to connect with seminaries and denominations. We need new paradigms, new models." A recent study has concluded that 70-90% of pastors in the first five years out of seminary leave for something else or quit the pastorate altogether. "We need to be more integrated into their theological process, and we are looking for ideas."

10. Report from the ACPE Board of Representatives: Miriam Needham spoke of the new ACPE Foundation. This has to do with retirement and estate planning: "Please share your ideas and suggestions about that." She said, "We've got to spread CPE beyond the health care institutions. To do that requires financial backing. We are looking for new and creative endeavors that will allow us to take CPE beyond health care. E-mail us with your ideas." Peter Keese added, "When we go outside our own group asking for money, they will ask, 'What is your membership doing?' We need to anticipate that. When you are approached, consider carefully; be generous."

## NEW BUSINESS

1. Jim Stapleford announced the 2009 Spring Meeting "megaconference" in Orlando, "Spiritual Care Summit '09", focusing on the theme of "Health and Hope." "This is the first time in history that all these organizations will be meeting together at one time in one place." It will be held February 1-4 at Disney World, Orlando. Since many organizations these days are cutting out travel reimbursement, Jim asked the region to consider giving money for scholarships to those who would like to attend but may be financially hindered.

MOTION 11: That the Southeast Region ACPE, in principle, gives power to the Administrative Board to provide money, up to \$5000, for scholarships for persons in this region to attend the February conference in Orlando. Approved.

2. Bridget Piggue spoke in support of ACPE President-Elect nominee Carlos Bell.
3. Peter Keese, for balance, spoke briefly in support of the other nominee, Sally Schwab.
4. Regional Director's Report: Jap Keith (a) thanked the members of the Task Force to Review the Job of Regional Director, and the members of the Administrative Board "for the manner in which this process has been conducted." (b) Regarding advance registration for regional meetings, Jap issued a plea: "Don't wait until the last minute to say you're going to come to Orlando. Do it ahead of time, please!" Jap said that much of the registration for this meeting came in so late, it appeared until the final week that attendance would be significantly less than anticipated or desired. During the last week, late responses brought the total registration to 91. (c) Concerning this meeting, Jap commented on all the "hugs and laughter" that have characterized our three days together. He added, "Solid work has been done. The region is fiscally sound, though the cost of gasoline is a concern. The committees are functioning well—all the committees." Finally, Jap spoke of the debt of gratitude the region owes to Amanda Jones, whose leadership contributed to the success of the conference.

Business having been completed, the meeting was adjourned.

Respectfully Submitted,  
Phil Summerlin, Secretary