



**ARCA EXECUTIVE COUNCIL
MID-YEAR REPORTS
July 1 - September 30, 2003**

PRESIDENT TIM JANIKOWSKI, PH.D., CRC (PRESIDENT 2003-2004)

NCDA Conference.

ARCA co-sponsored the National Career Development Association conference in Denver CO in June 2003. I delivered a Professional Development Institute with Dr. Mike Nelipovich, President of The National Association on Alcohol, Drugs and Disability (NAADD). The PDI was entitled **Employment and Career Issues for Clients in Substance Abuse Treatment**; it was well received but not well attended. Although collaboration between ARCA and other ACA divisions has many intangible benefits, it is my recommendation that the cost to ARCA in time and resources does not justify continuing co-sponsoring the NCDA conference next year.

COPARC

I attended the Council Of Presidents And Regional Chairs (COPARC) meeting on July 11 to 13, 2003 in Kansas City, MO. The group began preparations for the 2004 ACA Convention. In addition, COPARC members voted on a resolution regarding a motion (by Hand & Osborn) to restructure representation on the ACA Governing Council in such a way that division representation was eliminated.. COPARC's opposing resolution stated that *we the undersigned, as duly elected Division Presidents and Region Chairs, of the American Counseling Association (ACA), respectfully request that the ACA – Governing Council (ACA – GC) vote against the motion to restructure ACA – GC to "... be composed of ACA members representing specialty and geographic areas."* In the October 2003 meeting to the ACA Governing Council the Hand/Osborn motion was defeated largely due to COPARC's opposition. As a result, COPARC will meet again in February 2004 and has been asked to address the issue of the Governing Council's membership. Relatedly, COPARC will be addressing the current membership policy that allows for separate ACA and division membership. Some members of COPARC advocate requiring anyone who joins ACA to join a division as well, but not vice versa.

ACA Conference

Dr. Jan La Forge has agreed to serve as the ARCA Program Coordinator for the ACA Convention in 2004. ARCA will select six programs (one 90-minute, two 60-minute, and three 30-minute programs). A call for proposals was placed in Counseling Today and Jan will be contacting ACA to obtain the rehabilitation-related proposals that ACA received but did not accept. ACA selected seven ARCA-related programs for the conference (in

addition to the ones ARCA is selecting). The seven programs select by ACA for ARCA are:

- Counseling and Consulting with Parents of Children with Disabilities
- Counseling the Medically Ill Older Adult-Research, Issues, and Treatment
- CRCC Ethics Committee: Professional Disclosure
- Expanding the View: the Lives of Women with Severe Work Disabilities in Context
- Lesbians with Physical Disabilities: Involving Families in Counseling and Rehabilitation
- Testing a Strategy for Debiasing Rehabilitation Counselor clinical Judgment
- Translating Dementia Caregiving Models Into Clinical Practice

Jan La Forge will give her recommendations for the additional ARCA programs to the ARCA Executive Committee for review and approval prior to the December 1, 2003 deadline.

Dr. Colleen Etzbach as agreed to serve as the ARCA Conference Coordinator; she will manage the ARCA luncheon and reception. Currently ARCA has tentative plans to co-host a reception with NCDA, NECA, AACE, & ASCA. Colleen will coordinate this with Dr. Kay Brawley of NCDA who is taking the lead on the joint reception. Dr. Etzbach will also identify and recommend an ARCA luncheon speaker.

The Hyatt Regency will serve as ARCA headquarters. The schedule of ARCA Programs at the Kansas City convention is currently set as follows:

Title	Property	Room	Day	Date	Start Time	End Time
Board Meeting	Hyatt	Van Horn A	Thursday	4/1/04	8:30 AM	5:30 PM
Student Presentations	Hyatt	Regency Atlanta B	Friday	4/2/04	10:30 AM	12:30 PM
Longitudinal Study of Vocational Rehabilitation Programs	Hyatt	ARCA	Friday	4/2/04	2:00 PM	3:00 PM
ARCA, NECA, NCDA, AACE, ASCA Alliance for Career Development Reception	Westin	Garden Terrace	Friday	4/2/04	5:30 PM	7:00 PM
Luncheon and Awards Event	Westin	Washington Park Place 1	Saturday	4/3/04	12:00 PM	2:00 PM
General Membership Meeting	Hyatt	Reg. NYA	Saturday	4/3/04	4:00 PM	5:30 PM
University of Wisconsin Alumni & Friends Reception	Hyatt	ARCA	Saturday	4/3/04	7:00 PM	10:00 PM

NY Licensure meetings

The state of New York passed a Mental Health Practitioners licensure law that did not include rehabilitation counseling as an area of practice (the four areas included are mental

health counseling, marriage and family counseling, creative arts therapy, and psychoanalysis). I have been in continuing contact with the Mr. David Hamilton, the Executive Secretary of the Office Of Professions who is heading the board that will write the regulations of the law. Mr. Hamilton has been educated about the scope of practice of rehabilitation counseling and the equivalency of CACREP and CORE standards of training. I attended the first meeting of the regulatory board in Albany NY on October 2nd and 3rd in an effort to ensure that professionals with rehabilitation counseling masters degrees/CRCs who work in mental health settings are eligible for license as mental health counselors. The mental health practitioner regulations will be submitted to the NY Board of Regents in June 2004.

Miscellaneous

Webmaster – Dr. Brandon Hunt was contacted via email and asked to serve as the ARCA Webmaster (a position description of Webmaster was developed by Susanne Bruyere). No response has been received at the time of this report (see the Past President’s report for an update on the ARCA webpages). Listserv Manager –Dr. John Kosciulek was contacted via email and asked to serve as the ARCA Listserv Manager. He respectfully declined recommending that the listserv fall under the purview of one of the council chairs. I will continue efforts to secure qualified people to serve as ARCA Webmaster and Listserv Manager.

ARCA received a request to begin a student association at the University of Iowa from Dr. Dennis Maki and University of Iowa doctoral students. Because no structure is in place for such organization Dr. Maki was told he would be contacted after the Midyear meeting of the ARCA Executive Council on October 18, 2003

PRESIDENT-ELECT BETTY HEDGEMAN, PH.D., CRC (2004-2005)

There is little to report at this time. My invitation to members asking them to participate was in the latest RCB. Some responses have been received. If possible, those interested should be plugged into ARCA's current activities.

I have been reviewing membership lists that include employment sites for rehabilitation counselors. While there is nothing scientific about the approach, it shows that over 90% of rehabilitation counselors are working with populations requiring mental health counseling as part of their rehabilitation counseling duties.

Otherwise my efforts will be dedicated to preparing for next year and doing everything possible to accomplish ARCA's purpose and mission.

PAST-PRESIDENT SUSANNE BRUYÈRE, PH.D., CRC, NCC (PRESIDENT 2002-2003)

I have been contributing to ARCA efforts in chiefly two areas in the past quarter, as follows:

- **Nominations Committee efforts** – the following names were submitted as the roster of our nominees for the elections to ARCA positions in the coming year:
 - President - Jan La Forge (James Bellini was also a candidate initially, but decided to not run)
 - Secretary - Jodi Saunders and Virginia Thielson
 - Council on Public Relations, etc. - Mark Stebnicki (uncontested, one year term)
 - Council on Research and Knowledge - David Peterson (uncontested, two-year term)
 - Council on Development and Collaboration - Carolyn Rollins and Mike O'Brien
 - Council on Professional Standards and Preparation - Yolanda Edwards and Michele Capella

- **ARCA Web Site finalization** – I have continued working with the ACA staff to try to bring the ARCA web site to completion. You can view the web site to date at the following URL - http://www.counseling.org/no_arca

The items I have asked him to finalize are as follows (from a note to Don Kenneally at ACA this week):

- We have selected an official logo and would like to use this. I have forwarded it to you.
- The ARCA bar should stay active throughout all of the selections.
- We need to give people a way to get back to the home page from the -- a.) By-Laws pages, b.) the ACA Ethics pages; and c.) the ARCA Ethics pages; once you go there, you can't get back to the ARCA web site.
- Please change Carrie Wilde's contact information on the Leadership list (I have sent it to you).
- The Award winners and continuing education links don't go anywhere yet (or go to "Scope of Practice"). Do we need to provide content or eliminate these?
- The "mailing address, phone, and e-mail address" option -- please send them to ACA member services.
- Please put "alternative text "tags on all links and images on the page, for accessibility purposes.
- Please give the user the option of both pdf and text versions of the ARCA By-Laws, for accessibility purposes.

TREASURER IRMO MARINI, PH.D., C.R.C. CLCP, FVE (2002 – 2005)

Summary

This report covers our bank balances and investment holdings from my last report of March 2003. It includes Table 1 which is our 2003-2004 Proposed Budget. Table 2 is a copy of two overlapping Suntrust checking account statements updated to 8/6/03 which indicates a balance at that time of \$95,625.83. Since our July 1, 2003 new year we've added revenues of \$5,658.77 and had expenditures of \$10,550.15. ***As such, our current bank balance is estimated at \$90,734.45.*** This is within \$1,000 of where we were last March, however, only relates to operating expenses and not our stock fund account.

Our Northern Fund seven investments finally had a winning quarter from March – June 2003 as we seen a gain of roughly \$7,700 and although Sept. quarter earnings are not out yet, I suspect we have continued to gain. As Table 3 of this fund indicates, we had \$125,183.50 as of April 1, 2003 and by June 30, 2003 closed at \$132,930.28. Our overall assets as of August 2003 stands at an estimated at \$223,664.73. Compare this with a year ago at this time when we had total assets of \$218,945.74, and a year earlier in the fall of 2001 when we had \$212,847.

Expenditures and Revenues

As noted above, since our new fiscal year of July 1, 2003, we've earned \$5,658.77 and had expenditures of \$10,550. Table 4 explains the breakdown.

Investments

As noted, our June 30, 2003 investment funds (See Table 3) gained over \$7,700 from the April 1, 2003 statement. We made money in all 7 lost money, gaining the most with the Stock Index (+ \$2,863). With the market continuing to do well, I'd recommend leaving all funds as they are.

Treasurer Comments

Over the past 2 years, overall assets have increased about \$6,000. Note, however, that without the Northern Funds last quarter turnaround, we would have pretty much broke even for 2002-2003. Our Suntrust account is strong at just over \$90,000, however, note on our proposed budget for this year that we may well run a deficit of \$6,000 to \$10,000 if our revenues continue to hover around the mid \$40,000 range. Continuing to increase membership should be a priority and I think we should discuss having a joint conference with NRCA as this appeared to be a consistent money-maker for us in the past.

Action Items

1. Is paying the \$2,100 fee to CACREP worth the investment? I realize probably so with licensure issues becoming realized, however, I wonder if we aren't just as well represented by NCRE.
2. Do we want to consider funding an Alliance lite conference to generate revenues? Have to deliberate now for something far in advance naturally.
3. Are there any other organizations we want to explore co-sponsoring /collaborating with at their conferences?

Respectfully submitted

Irmo Marini, Treasurer

Table 1

ARCA 2003-2004 Proposed Budget

ARCA Leadership Related Travel

President (T. Janikowski) (\$2000)
 President-Elect (B. Hedgeman) – (\$1000)
 Past President (S. Bruyere) – (\$1000)
 Secretary (C. Llanos Jones) – (\$1000)
 Treasurer (I. Marini) – (\$1000)
 ARCA Rep. to ACA Governing Council (Dave Hershenson) – (\$1000)
 Development and Collaboration (C. Rollins)-(\$1000)
 Organiz, Admin and Manage (Patti Nunez)-(\$1000)
 Professional Development (D Rosenthal) –(\$1000)
 Public Policy (C. Wilde) –(\$1000)
 Public Relations (M. Stebnicki) _ (\$1000)
 Research and Knowledge (D.Peterson) – (\$1000)
 NCDA Professional Development Institute 2003 (Chicago) (\$300)
 ARCA-CORE Reps (Shaw/Maki/Dell Orto/Marini)
 Shaw (\$1000)
 Maki (\$1000)
 Dell Orto (\$1000)
 Marini (\$1000)
 ARCA Rep.to CACREP (B.Hunt) (\$2,000)
 Reasonable Accommodation for ARCA
 Leadership travel (\$1000)

Proposed new additions from Anaheim mtg
ARCA member (Carrie Wilde) to Legislative Institute (\$1,000)
ARCA member to attend AASCB mtg (\$1,000)

Total for ARCA Leadership Travel (\$21,300)Membership Outreach

Public Relations (M. Stebnicki) –(\$3000)

Awards/Recognition (Strauser/Edwards/Peterson) (\$750)Memberships in Other Organizations**New addition of membership fee of CACREP (\$2,100)****Covered in Brandon Hunt's increase for mtg**

Fair Access Coalition on Testing (\$100)

Subtotal for Page 1 = \$27,250**Membership Services** (journal, newsletter, conferences, CEUs, research)RCB Journal

Publication (\$8,400 allotted)

Mailing/Produced Labels (\$5,200 allotted)

Newsletter (\$800 allotted) (for print copy requests)ACA Conference – ARCA Sponsored Events (\$8,000)Continuing Education Program CDC (Rollins) (\$1,000)

(Additional ACA conference expenses)

Licensure Research (Rosenthal & Wilde) (\$500)**Overhead Expenditures**Management Services Agreement (MSA) (\$6,156)**Includes the 03-04 increase of 2.6%****Web site design (\$1,000)****Web site annual fee (\$1,200)**Other Expenses

Annual Filing ACA Treasurer \$ 25.00

Petition for Reinstatement \$ 290.00

Licensure Mailing to State Boards (our share) \$ 200.00

Subtotal for Page 2 = \$32,571

Total Proposed 2003-04 Budget = \$59,821

Table 4

2003-2004 Proposed Budget Expenditure in Comparison with YTD Expenses

ARCA Leadership Related Travel

<i>Name and <u>Allotted Budget</u></i>	<i>Disbursements to Date (9/20/03)</i>
President (Janikowski) - (\$2000)	\$1,122.52
President-Elect (Hedgeman) – (\$1000)	---
Past President (Bruyere) – (\$1000)	---
Secretary (C. Llanos Jones) – (\$1000)	---
Treasurer (I. Marini) – (\$1000)	---
ARCA Rep. to ACA Governing Council (Hershenson – (\$1000)	---
Development and Collaboration (C. Rollins)-(\$1000)	---
Organiz, Admin and Manage (J. Hillburger)-(\$1000)	---
Professional Development (D Rosenthal) –(\$1000)	---
Public Policy (C. Wilde) –(\$1000)	---
Public Relations (M. Stebnicki) _ (\$1000)	---
Research and Knowledge (D.Peterson) – (\$1000)	---
NCDA Professional Development Institute 2002 (Chicago) (\$300)	\$ 300 (to M. Nelipovich)
ARCA-CORE Reps (Shaw/Maki/Dell Orto/Marini)(\$4000)	
Shaw (\$1000)	\$ 567.81
Maki (\$1000)	\$ 545.68
Dell Orto (\$1000)	\$ 426.50
Marini (\$1000)	\$ 733.18
ARCA Rep.to CACREP (B.Hunt) (\$2,100)	\$2,100.00
Reasonable Accommodation for ARCA Leadership travel (\$1000)	---
<i>Total for ARCA Leadership Travel (\$21,300)</i>	<i>\$5,795.69</i>
 <u>Membership Outreach</u>	
Public Relations (M. Stebnicki) –(\$3000)	\$ 663.62
 <u>Awards/Recognition (\$750)</u>	 ---
 <u>Memberships in Other Organizations</u>	
Fair Access Coalition on Testing (\$100)	\$ 100.00

Membership Services (journal, newsletter, conferences, CEUs, research)RCB Journal

	<u>Disbursed YTD</u>
Publication (\$8,400 allotted)	---
Mailing/Pro ed Labels (\$5,200 allotted)	\$1,644.10
<u>Newsletter</u> (\$800 allotted) (for print copy requests)	---
<u>ACA Conference – ARCA Sponsored Events</u> (\$8,000)	---
<u>Continuing Education Program</u> CDC (Rollins) (\$1,000) (Additional ACA conference expenses)	---
<u>Licensure Research</u> (Rosenthal & Wilde) (\$500)	---

Overhead Expenditures

<u>Management Services Agreement</u> (MSA) (\$6,156)	\$2,594.43
--	------------

EXPENSES INCURRED BUT NOT BUDGETED FOR

<i>Annual Filing ACA Treasurer(\$25.00)</i>	---
<i>ARCA conference call(8/22/030</i>	<i>\$ 63.84</i>
<i>Petition for Reinstatement (\$290.00)</i>	---
<i>NECA Literature display (\$75)</i>	<i>\$ 75.00</i>

2002-2003 Budgeted Expenditures Total was \$55,475.00 but as of June 30/03 year-end all we spent was \$44,092.06 so overall we didn't spend about \$11,000 of what we had budgeted for last year. The year prior (2001-2002) for comparison purposes we spent \$39,161.

Our 2002-2003 revenue/income until year-end June 30/03 was \$46,817.13 compared to year prior where we made \$54,430.82 so we're down about \$7,600 in revenues from 2001. This does not include the fact that we finally had a good Northern Trust stock quarter (April-June/03) where we earned \$7,746.78.

Proposed 2003-2004 budget has \$4,356 increase with those items bolded. We're likely only going to earn an estimated \$45,000 in revenues unless we get an influx of new members so if we want a balanced budget (in theory), we will have to watch our spending. Just noting our operating budget, we therefore may have a deficit of approximately \$14,000, however, I would suspect it will in reality come in at between \$6,000 - \$10,000.

Secretary Cristina Llanos Jones (2002-2004)

No report to-date

**ACA GOVERNING COUNCIL REPRESENTATIVE DAVID HERSHENSON
(2003-2006)**

Date: 10/6/03

Subject: ACA Governing Council Meeting on Oct. 3-5, 2003

As this was my first Governing Council (GC) meeting, there was an all day orientation for new members on 10/2. The GC meeting itself ran all day on 10/3 and 10/4 and all morning on 10/5. The effort expended by all was intense, and the spirit of the meeting was one of commitment, concern, and collaboration.

In FY 2003, ACA showed its first deficit in six years. From 1999 to 2002, both revenues and expenses increased, with revenues exceeding expenses (but by a steadily diminishing margin). In FY 2003 and thereafter, revenues decreased but expenses continued to rise, producing a deficit of about \$550,000 for the past 12 months. ACA is still financially sound (assets exceed liabilities by more than \$ 2.5 million) but is taking steps needed to cut expenses (e.g., furlough days for staff).

This loss of revenues is strongly related to a drop in membership of about 3,000 members. Current ACA membership is about 47,000. The decline in membership is attributable in part to the problems the ACA Insurance Trust encountered when its carrier went out of business. Also, in the current economy, other professional associations are experiencing a similar loss of members. The insurance situation appears to be turning around. Many join ACA as students to get liability coverage for practicum/internship, but the majority of these discontinue membership when they get out of school. Persons in the category of professional members are pretty steady (over 85 %) in remaining as members.

After considerable discussion, the motion to restructure ACA governance by replacing representatives to GC that are nominated and elected by divisions with "specialty representatives" who could be nominated and elected by any member of ACA was soundly defeated (20 against, 2 abstentions). This motion had been offered to address the fact that most members of ACA do not belong to a division and so are "disenfranchised" from having a voice in governance. Also soundly defeated was a motion to hire outside experts to reassess ACA structure and governance. This motion, which was largely proposed as an alternative to the "specialty representatives" motion, failed both because the other motion was defeated and because there are currently no funds to hire outside experts.

Other major issues were the unanimous decision that the American School Counseling Association bylaws were now substantially in compliance with ACA's and so action to revoke ASCA's charter was terminated. There was much concern about the strategic

planning process, and the GC voted to establish a subcommittee of its members to focus on strategic planning. (Left unresolved, at least as far as I could see, was how this action would affect the activities of the standing committee on strategic planning that already exists.) Also defeated because of projected costs was (what seemed to me to be an ill conceived) motion to have one column in *Counseling Today* translated into Spanish and printed en Español. A new, separate Awards standing committee was approved.

There was also some training of GC members and discussion concerning international counseling. A number of other issues were addressed (reports and motions). Of these, the following struck me as of immediate concern to ARCA:

The ARCA bylaws (along with most other divisions) were judged to be in compliance with ACA bylaws. This means that we can continue to be a division of ACA.

I was given a copy of the new ACA coordinated brochure for ARCA that goes in the ACA recruitment packet. It is a very sharp looking piece. My only concern is that it lists as a benefit of ARCA membership "A quarterly newsletter highlighting legislative and professional activities that affect rehabilitation counselors." With the demise of *With One Voice*, are we still doing this? If not, should we be doing it? If not, what do we say to new members who were told in this brochure to expect it?

Since there is an intent to use shuttle busses between hotels at the Kansas City ACA convention in March, I raised the question of wheelchair accessibility of the busses. (The ones at the Pittsburgh convention were not accessible.) Mark Pope, ACA president, supported me, but I think that this issue should be monitored so that it does not get lost sight of.

A draft of a national credential registry to promote portability across state lines, being developed by the association of state counseling boards (AASCB), was distributed. I noted that in several places CORE was not mentioned along with CACREP or CRCC along with NBCC. (In another place, the CRC Exam was appropriately listed along with the NCE.) As you know, last year ACA passed a resolution equating these credentials. Mark Pope fully supported my point and offered to write a letter to AASCB in support of specific inclusion of our credentials in this document, but we should get such a letter out immediately as well. I would be happy to draft it. I shall also contact Loretta Bradley, the ACA liaison to AASCB, and ask her to request this correction.

Some members of GC were starting to work on a proposal to restore the requirement of membership in at least one division if one is to belong to ACA. This may come up in the spring GC meeting in Kansas City, and we should have a position on it. (While the intent is to increase membership in the divisions, I am afraid that it might more likely serve to drive more people out of ACA. Also, ARCA dues are among the highest, so will anyone join ARCA?)

Respectfully submitted,

Dave Hershenson

ARCA EXECUTIVE COUNCIL MEMBERS 2003-2004

CARRIE WILDE, PH.D., CRC (2002-2005) CHAIR, COUNCIL ON PUBLIC POLICY AND LEGISLATION

1. Continue to collaborate as licensure taskforce chair with Dave Rosenthal, Chair of the ARCA Council on Professional Preparation & Standards on legislative issues related to licensure of rehabilitation counselors. This includes collaboration with professional organizations such as NCRE, NRCA, and state specific stakeholders.

Cost: \$500. Additional funds will be sought again through the ACA Legislative Grant program.

2. Disseminate information to ARCA general membership regarding legislative information via ARCA website and listserve.

Cost: No cost anticipated

3. Identify and send an ARCA representative to the 2004 ACA Legislative Institute.

Cost: \$1000 to cover air and hotel. Other costs to be paid by ACA Public Policy & Legislation Office

4. Provide legislative advocacy training to ARCA general membership via national conferences (e.g., ACA, Alliance).

Cost: \$ 200 for materials/equipment.

5. Continue to work with and strengthen relationship with ACA Public Policy & Legislation office regarding rehabilitation counseling legislative issues.

Cost: No cost

Council on Public Policy and Legislation Mid-year Report

1. Licensure Taskforce (GOAL #1)

- For the past year I have been conducting an in-depth analysis regarding the

- inclusion of rehabilitation counseling in existing and evolving state counselor licensure laws (e. g., CORE, CRC, disability-related language, etc.). I am now in the process of trying to put this wealth of information into a readable format so that we can inform the rehab public where we stand, where we are headed etc (continuation of the strategic plan).
- Dave and I, during several presentations have collected the name of several individuals interested in participating on the licensure taskforce. I will put these names into a database and issue a letter letting them know what the next steps will include and expectations regarding their duties.
 - Key discussions have been taking place (and will continue) about how to make this a coordinated professional activity that involves organizations like NCRE. All are in agreement that coordination is in our best interest.
 - I will be seeking ACA grant funding again to finance any costs related to these efforts. As we progress, and more direct legislative efforts are needed, we can anticipate more funding needs. It is my intent to assist state folks with fundraising issues related to their state needs. The ACA grant program each year will provide an opportunity for states to seek funding.
 - I am beginning work to assist CA in their effort for licensure. It is hoped that this will ensure the inclusion of rehabilitation counseling in their law from the outset.

2. Dissemination of legislative information/training to ARCA membership (GOALS 2 & 4)

- I am continuing to use the ARCA listserv and eventually the new ARCA webpage as the main source of disseminating legislative information as these seem to be the timeliest way to get info to the membership.
- I am continuing to conduct legislative trainings to the ARCA general membership through conference sessions. Here's what is scheduled to date:
 - At NCRE/RSA/CSAVR, myself and Scott Barstow of ACA are providing a no-cost pre-conference session that will include legislative updates on rehab issues such as WIA, and the Rehab Act, and some training on how to contact legislators in their home districts. We have also secured a booth in the exhibit area that will provide legislative briefing papers to conference goers. (10/19/03)
 - At NYCA, I will be doing 3 sessions: 1) legislative advocacy training, 2) a grad student session on licensure in NY, 3) a counselor ed program on how to respond to the licensing law. (10/26-10/28, 2003)
 - At ACA, I will be doing a pre-conference Learning Institute along with Henry McCarthy on advocacy which will include a portion that focuses on legislative training (March 2004)

3. 2004 ACA Legislative Institute (ACTION ITEMS) (GOAL #3)

There are 2 things that need immediate attention here:

- **ARCA REPRESENTATION AT THIS MEETING IS CRITICAL.** We need to identify an individual to attend this meeting. It is designed to train new people each year, so they don't want to see me every year. Is there anyone on the executive council who would like to attend the 2.5 day training? If not we, need to identify an ARCA member we might want to send. The deadline for the application is Nov 15.
- As I reported at the last meeting we anticipated ARCAs costs related to sending someone to increase. As a result, I suggested that we budget \$1000 to cover related expenses. This year, ARCA is expected to pay transportation and hotel costs. Do we have \$\$ in the budget?

4. Continue to foster relationship with ACA PP & L (ACTION ITEM) (GOAL #5)

- We really need to get someone appointed to the ACA Legislative committee as often as possible!! When are nominations considered for the next cycle and whom might we nominate?
- Scott continues to elicit input from ARCA regarding rehabilitation related legislative matters such as position/briefing papers, letters, testimonies, etc. This has occurred several times since our last meeting and resulted in ARCA co-sponsoring statements of relevant issues. ACA liked the model so much that they have now asked all divisions to identify a key legislative contact.
- Thank you to all who have taken time to respond to my requests for input. I want to foster this relationship as much as possible. Whenever I send you such requests feel free to forward to individuals that you think might have comments to share. Just direct them to send their comments to me and I will compile then and send them on to Scott.

PATTY NUNEZ (2003-2006)
CHAIR, COUNCIL ON ORGANIZATION ADMINISTRATION, AND
MANAGEMENT

No report

CAROLYN ROLLINS, RH.D., CRC, NCC (1999-2001; 2001-2004)
CHAIR, COUNCIL ON DEVELOPMENT AND COLLABORATION

Carolyn Rollins was appointed to serve as ARCA representative to NRA Conference Committee. The Committee's role was to review proposals for presentations at the 2003 conference. Four proposals were reviewed.

As was reported at the Spring meeting, the functionality of this Council appears to be limited. To a large degree, functionality is dependent upon the working style of each president and, possibly, other Council chairs.

Recommendation of the Council Chair:

1. The Council on Development and Collaboration be dissolved.

Implications: This action requires a change in the Bylaws. It would reduce the size of the Board and positively impact the budget

2. The Council on Development and Collaboration be restructured, with function defined to fill needs arising from the strategic planning process.

Implications: This action also requires an amendment to the Bylaws. The size of the Board would remain the same and impact the budget, depending upon the charge to the Council, would remain the same.

DAVID ROSENTHAL PH.D., CRC (2001-2004)
CHAIR, COUNCIL ON PROFESSIONAL PREPARATION AND STANDARDS
October 22, 2003

1. Licensure

At present only three states remain that have not passed counselor licensure laws. They are California, Hawaii, and Nevada. For current status please refer to ACA's website at <http://www.counseling.org/> or the Association of State Counseling Boards (AASCB) website at <http://www.aascb.org/>.

In December of 2002, New York State passed a Mental Health Professions Act into law. Licensure applications will not be available until a state board for mental health practitioners is established in the state. NY Mental Health Counseling Association website: www.nymhca.org/faqs.html; or e-mail the organization at NYMHCA@optonline.net.

Arizona, Illinois, Michigan, Oregon, West Virginia, and Wisconsin accept the CRC examination. Efforts in Iowa and Pennsylvania to include rehabilitation counselors in licensure laws continue.

Very recently, the state of Minnesota passed a licensure law. Currently, a governor appointed licensure board is being formed, with a target date for licensing board functionality to be July 1, 2004. A copy of Minnesota's licensure bill can be viewed on the MACD webpage at <http://course1.winona.msus.edu/cward/macd>.

An excellent way to learn how to lobby and advocate for state licensure is to attend an ACA legislative institute. The 2004 ACA Legislative institute will be held February 22-24, 2004 in Alexandria, VA. Applications for the annual Legislative Institute are now available. Deadline for applications is November 7th. In addition, as in previous years, the ACA Public Policy and Legislation Committee is offering funding for Legislative Grants. Applications must be received by November 14th, 2003.

Wilde and Rosenthal conducted a well-received presentation at the Anaheim ACA conference regarding licensure activities and rehabilitation counseling implications. For interested individuals, Caroline Wild or I can provide a synopsis of the presentation.

Addressing licensure issues will be maintained through several channels such as continued liaison with ACA staff members, continued presentations on licensure status and information dissemination through as many sources as possible.

As Chair of Council on Professional Preparation and Standards

I have received many (over twenty) requests for information from individuals who wish to sit for the CRC exam and have not been able to as well as requests (over 10) for information regarding how state licensure laws interact with rehabilitation counseling certification.

2. CRCC

CRCC continues to reach out to other rehabilitation counseling organizations to advocate for licensure for rehabilitation counselors. In a discussion with Susan Gilpin the CEO-CRCC, (October, 2003), Ms Gilpin indicated that CRCC is considering sponsoring a meeting for the representatives from the professional rehabilitation counseling organizations to meet and discuss collaborative efforts. This is still in the early planning phases and will not occur until late in 2004.

Since the April, 2003 exam, CRCC has employed the conjunctive scoring model. CRCC reports a successful transition to the new scoring model and CRC renewal of certification rates remain consistently high over the past year.

3. CORE

The revised CORE standards are now officially in place and can be accessed at to www.core-rehab.org One important recent determination is that CORE will not be moving from a 48-credit program requirement to a 60-credit program requirement.

4. CACREP – Report from Brandon Hunt, CACREP representative to ARCA

The CACREP Board met in Alexandria, VA from September 25-27, 2003. The first half of this meeting was a regular board meeting (e.g., accreditation reviews, committee reports), and the second half was a board retreat meeting. The next CACREP board meeting will be January 8-10, 2004, in San Diego. Part of the meeting will be a joint meeting with the American Association of State Counseling Boards. Highlights from the September 2003 meeting and other CACREP activities as they relate to ARCA are listed below. I can also provide copies of the open meeting minutes for the March 20-23, 2003 in Anaheim for anyone who's interested.

As noted in my last report, the CACREP board continues to discuss ways it can become more financial independent without placing an undue financial burden on ACA divisions or on accredited programs. Just to give a little background, when CACREP was created it received a subsidy from ACA that covered 83% of its budget (that includes in-kind contributions like office space). Over the past 15 years, the ACA subsidy has dropped to 26% of the CACREP budget, and for FY 2004 the ACA subsidy will account for 22% of the expected revenue. As a result of the decrease in ACA support, and despite the increase in the number of accredited programs, CACREP cannot function as a free-standing organization without making some changes in how and from where it receives funding, if we are to continue to support the staff (2 full-time and 1 three-quarter staff members) and continue to do site visits. This is an issue we are continuing to address as a board.

2. Currently, the board is made up members who represent the different divisions of ACA, and two public members. Divisions must fully fund their representative to attend two CACREP board meetings each year in order to have representation. The reason for this is to avoid conflict of interest for faculty members who serve on the board who also work in programs that are CACREP accredited. Despite the small controversy over CACREP using a flat fee for division representation on the board (\$2,100 per year), we have seen an increase in division membership with 16 divisions represented on the CACREP board. This fee only covers costs for members to attend board meetings, and is not a money-maker for CACREP. I speak for the board and myself when I say we appreciate ARCA's continued support of CACREP, especially given that ARCA also has to support a representative to the CORE board.

3. Part of our discussions around possible restructuring of the board (the retreat part of the meeting) relate to a sense that given declining division membership and the number of counselors who do not belong even to ACA, we are concerned we are not adequately meeting the needs of our constituents. As a former ARCA board member, I know this is something the ARCA board is also struggling with. The main areas we are pursuing with regard to restructuring are board structure and board stability. Structure issues include board membership, board administrative models, and collaborative efforts with organizations such as AAPC, CORE, and CAS. We have an ad hoc board structure committee that is developing several models that we will be discussing during the January 2004 meeting. Board stability issues have focused on board autonomy and how

to attain greater financial independence through raising accreditation fees, examining fundraising initiatives, and direct billing for board representatives' meeting expenses.

4. The CACREP staff continue to have a good working relationship with Don Linkowski and CORE, and are continuing to work with him to do joint CACREP/CORE accreditation visits whenever possible. They board was also interested to note that the revised CORE standards are very parallel to the current CACREP standards.

MARK STEBNICKI, RH.D., CRC, LPC, CCM (2001-2004)
CHAIR, COUNCIL ON PUBLIC RELATIONS AND AWARENESS

Introduction

The following report describes the activities of this Council that has been initiated, completed, and/or is currently under development since the last ARCA Board meeting in Anaheim, March 2003. The responsibilities of this Council are to: (a) recruit new members, maintain current membership status, (b) promote membership services, (c) develop and disseminate promotional materials, (d) coordinate and promote special non-research ARCA awards, and (e) plan, direct, organize, coordinate, and promote the role and scope of practice of rehabilitation counseling professionals as it relates to serving persons with disabilities.

The standing committees that are associated with this Council include the Membership Committee (Mark Stebnicki, Chair); ARCA Rehabilitation Counselor of the Year Awards Committee (Mark Stebnicki, Chair); Public Relations Committee (Mark Stebnicki, Chair); ARCA Student Poster/Paper Presentation Committee (Yolanda Edwards, UMD and Tyra Turner, ASU, Co-Chairs; and ARCA Student Task Force Committee (Daphne Giles and Aglaia Hilas, Co-Chairs, NYU).

Membership Committee

The Membership Committee is responsible for supervising member recruitment and maintenance, as well as promoting member services and involvement within the profession. The multiple tasks handled by this committee are the primary responsibility of the Council chairperson (Mark Stebnicki) which is to handle the membership mailings each month through the Department of Rehabilitation Studies, East Carolina University. More specifically, these tasks include: (a) mail welcome letters and a complementary copy of RCBs to each new member, (b) send follow-up letters and an ARCA membership brochure to all lapsed members, (c) respond to new inquires about membership, (d) track and report all change of member addresses to ACA's membership division, (e) clarify membership benefits and respond to problem issues as they arise, and (f) obtain all materials (i.e., stamps, envelopes, RCBs, ARCA stationary) and coordinate billing and reimbursement to ECU's School of Allied Health Sciences through the ARCA Treasurer.

Membership labels for both lapsed and new members, are sent by ACA each month to the Department of Rehab Studies at East Carolina University and the Council Chair then, processes these mailings. For ARCA members whose membership has lapsed, a reminder letter and membership brochure are sent. New ARCA members are sent a welcome letter and complimentary issue of the most RCB .

As of September 2003, ACA reports a total of 807 ARCA members. Since January 2003, the ARCA membership has ranged from a low of 803 members (August '03) to a high of 867 (February '03). ARCA membership overall this year has averaged 841 members per month. The number of persons who have joined ARCA this year as new members (on a per month average- through the 3rd quarter of 2003), have ranged from a low of 11 (August '03) to a high of 34 (April '03) with an average of 22 new members per month. In terms of lapsed members, ARCA membership has ranged from a low of 8 (August '03) to a high of 35 ('03) with an average of 18 lapsed members per month.

A comparison of membership over the last three years was done using the membership totals from ACA and the current membership averages through the 3rd quarter of 2003. Despite that membership averages per month were not available from ACA at the time of this writing, the ARCA membership in 2000 totaled 991 members; in 2001 934 members; and in 2002 843 members. A fair assessment of membership totals should be viewed by monthly averages, as opposed to end-of-year totals, since membership fluctuates on a frequent basis due to: (a) student retention issues, (b) regular members who forget to renew their membership (lapsed members) and are dropped from the membership roles, and (c) members who terminate membership and do not re-enroll.

The mailing tasks and duties, maintaining change of address, and answering questions about member benefits, comprise a major function of this Council which takes considerable time and materials. New member and lapsed mailings are processed through ECU's Department of Rehabilitation Studies and School of Allied Health Science. State budget cuts in North Carolina do not always ensure that materials are available for non-School and Department related activities. Because the membership rolls and other ARCA materials (i.e., RCB, ARCA/ACA brochures) are not generated by ECU, this has resulted in several membership conflicts this year such as members not receiving copies of their RCB, ARCA/ACA materials being sent to former addresses, routine questions about the member process being routed through ECU. It should be further noted that after sometime after 2004, this ARCA Council will not be operating out-of ECU because of the change in Council members. Recommendations: It is the recommendation of this Council to shift the routine responsibilities of ARCA membership mailings, member benefits, and other general administrative tasks, to a central office location. Efforts of this Council should be focused on more creative and purposeful activities related to the central mission of this Council which include public relation and awareness.

Public Relations Committee

During the 2002 mid-year Board meeting, it was decided that this Committee should be chaired by the Council Chair on Public Relations and Awareness so as to maintain the consistency of ARCA's mission and goals. Last year, the Committee chairperson (Mark Stebnicki) assisted Susanne Bruyere, former ARCA President, in promoting two

conferences; the ACA-Anaheim Conference, and the joint ARCA-NRA Troy, NY Annual Training (April 24, 2003). The primary purpose was to focus on membership recruitment and the promotion of continuing education credits for CRCs in these states along with membership recruitment. Mailing labels for all CRCs in these states were purchased from CRCC. A conference letter and ARCA membership brochure were mailed to each of the CRCs in Arizona and California (to promote ARCA/ACA). A letter and registration flyer for the ARCA-NRA conference was promoted among all CRCs in New York and New Jersey. However, CRCC would not allow ARCA to mail our membership brochure because they perceived this to be counter to their policy regarding the promotion of professional organizations using the CRCC mailing list. CRCC did allow ARCA's web site to be placed on the registration form/flyer for the ARCA-NRA Troy, NY Training. It is not clear as to the effect of this membership recruitment effort. Membership recruitment and promotion of the ARCA mission is crucial for maintaining and increasing the membership and rehabilitation counseling profession. However, membership totals through the 3rd quarter of 2003, do not show a significant gain in ARCA members. Other creative ideas to increase membership need to be discussed.

Rehabilitation Counselor of the Year Award Committee

The Awards Committee last year included Mark Stebnicki, Chair; Tyra Turner, ASU, and ARCA award recipient from 2002, Mr. Dave Wachter. Last year's award recipient was nominated by Char Kampfe and was supported in a letter from the rehabilitation counseling faculty in the Department of Rehabilitation at the University of Arizona. Despite a national search using the NCRE distribution list as well as personal contacts in the field, this Committee received only one nominee last year. Ms. Judith Schnieder, Vocational Rehabilitation, Services for the Blind and Low Vision, Tucson, AZ received the 2003 ARCA award. Ms. Schnieder was an excellent choice as documented in last year's report to the ARCA Board. However, historically there have been only a small number of nominees submitted for this award (typically in the range of 1-4 persons). A motion was made by this Council in Anaheim, March 2003, to allow persons from other rehabilitation-related professional organizations to be nominated for ARCA Rehab Counselor of the Year. The purpose was to broaden the pool of nominees and provide an opportunity to recruit new members. The motion was carried seven votes for, and one against. If a non-ARCA member is a recipient of this award, a one year complimentary membership will be provided to this individual. The ARCA Rehab Counselor of the Year award should continue because of the importance in recognizing outstanding rehabilitation professionals who provide exemplary services to persons with disabilities. Recommendations: It is recommended that a new awards chairperson and Committee be appointed for this year. This particular Committee should maintain at least one member from last year to help with mentoring others in the promotion and selection process. However, appointing new members will open opportunities for persons within ARCA to participate in committee assignments and may act as an incentive to bring new professionals into ARCA.

ARCA Student Task Force (STF) Committee

The core of the STF officers during 2001-02 focused their time and resources in two areas: (a) the creation of STF bylaws (submitted to the Board for approval in New Orleans, 2002), and (b) the recruitment and organization of ARCA STF members in other rehabilitation counseling programs across the country. In regards to STF by-laws, the intention was to create organizational guidelines that would assist other ARCA STF members in forming STF organizations. Two years ago in New Orleans, the ARCA Board decided to “recognize” the STF efforts in creating the by-laws, however, a formal motion to acceptance these by-laws did not pass. There appeared to be some confusion in the procedural issues of how the STF by-laws corresponded with the ARCA organizational by-laws. In regards to STF recruitment, the STF co-chairs attempted to increase ARCA student membership participation and develop professional issue forums in other rehabilitation counseling programs. Despite good intentions among the core STF members, follow-through efforts were compromised due to the lack of time and resources required to take-on such activities.

During the 2002 Fall semester at the request of the ARCA Board, the Council chairperson (Mark Stebnicki) contacted several large rehabilitation counseling graduate programs for the purposes of recruiting new officers and chairperson for the STF. The purpose was to form a new core of STF members who could organize, plan, and recruitment rehabilitation counseling graduate students from one central geographic location. Over the past four years, graduate students from University of Arizona and Florida State took the lead in organizing and planning STF activities. In February 2003, two NYU graduate students (Daphne Gilles and Aglaia Hilas) came forward to be the primary organizers of STF activities. This Council has provided some recommendations and consultation to the new STF in regards to STF goals and projects for the coming year. At the time of this writing, an up-date on STF’s national student recruitment efforts were not available to report. However, Denis Maki and several doctoral students at University of Iowa have drafted an ARCA STF handbook that provides guidelines to other rehabilitation counseling students to organize, plan, and develop ARCA activities within their rehabilitation counseling program. This should be reviewed at the mid-year Board meeting and considered for distribution to other graduate rehabilitation counseling programs.

ARCA Student/Poster Presentation Selection Committee

In an attempt to recruit graduate students to ARCA and to the profession of rehabilitation counseling, a student presentation/poster session is held as one of the major ARCA-related Forum events during the annual conference. The Student Presentation Committee is co-chaired for the third consecutive year by Yolanda Edwards, UMD, and Tyra Turner, ASU. This Committee will recruit several other members, particularly doctoral student members to assist in the organization, selection, and planning of this activity. A Call for Student Proposals for student poster presentations need to be promoted for the 2004 ACA Annual Conference in Kansas City. Last year, this Committee received only nine proposals that were all appropriate for presentation. There were six doctoral and three masters students who presented at the ARCA Student Presentation Forum in Anaheim 2003. It is recommended that, as in past years, one paper/poster winner be

selected from each of the master-level and doctoral-level categories. Each winner should be awarded a certificate and reimbursement for their ACA registration fee. The student poster/presentation event should take place prior to the ARCA awards luncheon so that student winners can be announced.

**DAVID PETERSON, PH.D., CRC, NCC, LP (2001-2004)
CHAIR, COUNCIL ON RESEARCH & KNOWLEDGE**

In addition to getting acclimated to my new home at IIT, I have been working with my student assistant to get the research awards process moved from University of Memphis (from Dave Strauser) to IIT and my assistant Sofia Lai.

1. Sofia made initial contact to begin process of moving the systems at University of Memphis (Research Awards, Garrett Distinguished Career Award)
2. Implement systems at IIT
3. Document the award processes and include in the Leadership Manual so that future Chairs of this Council will have a seamless transition.
 - a. Directory of reviewers for both processes
 - b. Comprehensive history of award recipients (Doug Strohmer to assist)
 - c. Step-by-step protocols with approximate suggested scheduling
 - d. Note any further areas that need our attention in this process
4. Ad for the James F. Garrett Award, to be placed in newsletters (I could use some help as to where we would like this to be and exactly when, given budget constraints, etc.):

Nominations are being sought for the 2003 ARCA Research Award and the James F. Garrett Award for a Distinguished Career in Rehabilitation Research. The Research Award recognizes and honors high quality, empirical research in the field of rehabilitation counseling. Research published in the 2003 calendar year, or high quality unpublished research pertaining to rehabilitation counseling will be considered. The James F. Garrett Award for a Distinguished Career in Rehabilitation Research recognizes excellence in research contributions over one's career. The nominee may or may not be retired in order to qualify. Nominee's published research should span at least 15 years and focus on rehabilitation counseling.

Please send nominations by January 9, 2004 to: David B Peterson, Ph.D., Associate Professor, The Institute of Psychology, Illinois Institute of Technology, 3101 S. Dearborn St., Suite 292/LS, Chicago, IL, 60616. 312/567-3509, or 312/567-3493 (fax); peterston@iit.edu.

5. Overview of the 2004 ARCA Research Award Selection Process:
 - January 9, 2004: Letters to ARCA Research Award Committee members requesting nominations for respectively assigned journals

- January 31, 2004: Deadline for receipt of nominations from Committee members and ARCA membership
- February 6, 2004: Nominated articles distributed for ranking by Committee.
- February 20, 2004: Deadline for receipt of rankings
- February 27, 2003: Notify award recipient(s), order plaques
- March 30-April 4, 2004: ACA Conference in Kansas City, MO

Please let me know if you have any suggestions on how to manage these processes more effectively.

To: ARCA Board
 From: Brandon Hunt, CACREP Representative for ARCA
 Re: CACREP Update
 Date: October 19, 2003

The CACREP Board met in Alexandria, VA from September 25-27, 2003. The first half of this meeting was a regular board meeting (e.g., accreditation reviews, committee reports), and the second half was a board retreat meeting. The next CACREP board meeting will be January 8-10, 2004, in San Diego. Part of the meeting will be a joint meeting with the American Association of State Counseling Boards. Highlights from the September 2003 meeting and other CACREP activities as they relate to ARCA are listed below. I can also provide copies of the open meeting minutes for the March 20-23, 2003 in Anaheim for anyone who's interested.

1. As noted in my last report, the CACREP board continues to discuss ways it can become more financial independent without placing an undue financial burden on ACA divisions or on accredited programs. Just to give a little background, when CACREP was created it received a subsidy from ACA that covered 83% of its budget (that includes in-kind contributions like office space). Over the past 15 years, the ACA subsidy has dropped to 26% of the CACREP budget, and for FY 2004 the ACA subsidy will account for 22% of the expected revenue. As a result of the decrease in ACA support, and despite the increase in the number of accredited programs, CACREP cannot function as a free-standing organization without making some changes in how and from where it receives funding, if we are to continue to support the staff (2 full-time and 1 three-quarter staff members) and continue to do site visits. This is an issue we are continuing to address as a board.
2. Currently, the board is made up members who represent the different divisions of ACA, and two public members. Divisions must fully fund their representative to attend two CACREP board meetings each year in order to have representation. The reason for this is to avoid conflict of interest for faculty members who serve on the board who also work in programs that are CACREP accredited. Despite the small controversy over CACREP using a flat fee for division representation on the board (\$2,100 per year), we

have seen an increase in division membership with 16 divisions represented on the CACREP board. This fee only covers costs for members to attend board meetings, and is not a money-maker for CACREP. I speak for the board and myself when I say we appreciate ARCA's continued support of CACREP, especially given that ARCA also has to support a representative to the CORE board.

3. Part of our discussions around possible restructuring of the board (the retreat part of the meeting) relate to a sense that given declining division membership and the number of counselors who do not belong even to ACA, we are concerned we are not adequately meeting the needs of our constituents. As a former ARCA board member, I know this is something the ARCA board is also struggling with. The main areas we are pursuing with regard to restructuring are board structure and board stability. Structure issues include board membership, board administrative models, and collaborative efforts with organizations such as AAPC, CORE, and CAS. We have an ad hoc board structure committee that is developing several models that we will be discussing during the January 2004 meeting. Board stability issues have focused on board autonomy and how to attain greater financial independence through raising accreditation fees, examining fundraising initiatives, and direct billing for board representatives' meeting expenses.

4. The CACREP staff continue to have a good working relationship with Don Linkowski and CORE, and are continuing to work with him to do joint CACREP/CORE accreditation visits whenever possible. They board was also interested to note that the revised CORE standards are very parallel to the current CACREP standards.

REHABILITATION COUNSELING BULLETIN REPORT
DOUGLAS C. STROHMER, PH.D., CRC
 Editor, Rehabilitation Counseling Bulletin.

October 17, 2003

The following is a summary of activity for the Rehabilitation Counseling Bulletin for the six month period since March, 2003.

- Two issues of the journal were submitted during this period. All issues were submitted on the publisher's requested timeline. ProEd continues to be efficient and easy to deal with. Feedback on copyediting and the "look" of the final product has been favorable. We were recently assigned a new production editor, Leslie Walker, because we were not one of the ProEd journals that "had trouble".
- One special issue edited by Henry McCarthy on Psychosocial Aspects of Disability was included in these submissions.
- One special issue proposal is in process. This special issue will address "recent advances in rehabilitation research methods". Fong Chan, Norm Berven, and David Rosenthal are the proposed editors.

- Since March, 2003, 45 new manuscripts were submitted to RCB. This is a good rate of submission. Of these manuscripts, 38 completed the initial review process with the others still in process. Ten of these 38 manuscripts were accepted - for an approximate acceptance rate of 30%. All accepted manuscripts were accepted contingent on revision. Fourteen of the 28 rejected manuscripts were rejected with invited resubmission. Seven of these were resubmitted as new manuscripts, with five of these accepted and two in-process. We are actively working with the other authors to rework their manuscripts.
- A goal of a two-month manuscript turn around continues. In the majority of cases this year the review process has been shorter, but in a few others significantly longer. This is an area of concern and we will address it in the upcoming year. Email submission and review of manuscripts is in place and is used in virtually all cases.
- The book review and life lessons sections continue with Henry McCarthy as associate editor. The test review section is in place with Terry Blackwell as associate editor. Both are interested in new submissions.