

**ECR ACPE**  
**General Business Meeting Minutes**  
Hueston Woods, College Corner OH  
02/18/2011

**Call to Order:** 3:00PM Judy Ragsdale

**Motion, seconded and approved:** General Business Meeting minutes September 24, 2010 as emailed.

**Nominations** – Lin Barnett and the committee reviewed vacancies. Lin presented the ballot at the General Business meeting and nominations were taken from the floor.

**Motion, seconded and approved.** [Roster attached].

**Finance** - Jim Wright reported the region did better than anticipated, even though it ended 2010 in a deficit budget – it was less than expected. The region had projected a \$12,069 deficit budget for 2010 the actual (unaudited) amount was a deficit of \$10,662. The Budget & Investment committee met Thursday and he presented the draft of the proposed changes for FY 2011 and the proposed budget for FY 2012. After a discussion a **motion was made, seconded and approved** to present the FY 2011 adjusted budget of -\$1,924 and projected FY 2012 budget -\$2,174 to the General Business meeting. The budget was **motioned, seconded and approved.** [Budget attached]

**Accreditation** – Ruth Alpers reported on action taken at the November 2010 Commission meeting as follows:

- 10 year- Cincinnati Children's - granted continued accredited membership with no notations
- Satellite to Accreditation – St. Matthews Pastoral Counseling Center, Louisville, KY – granted accredited membership with 3 notations
- Satellite to Accreditation – St. Joseph Health System, Lexington, KY – granted accredited membership with no notations
- Accepted 5 year reviews from: Ohio State University, St. Vincent Hospitals & Health Services-Indianapolis, IN, St. Vincent Mercy Medical Center-Toledo, OH, VA Pittsburgh and Veterans Affairs Healthcare System in OH – Dayton, OH as part of the Consent Agenda, and all centers received continued accredited membership with no notations.
- Approved Component Site for VITAS Healthcare Corporation, Miami FL in Dayton, OH- with Karen Morrow as contract supervisor.
- Approved Cross-Regional with Med-Atlantic –for VA Pittsburgh Healthcare System added a Satellite Program at Louis A. Johnson VA Healthcare System, Clarksburg, WV with Stephen Spencer Director/Supervisor.
- Approved Postponements for: Hebrew Union College-Jewish Institute of Religion, Cincinnati, OH (5 year review); and St. Joseph Regional Medical Center, Mishawaka (South Bend) IN (2<sup>nd</sup> postponement of 10 year review).

Ruth reported the region now has **4 vacant centers:** Akron General Medical Center, Akron, OH; St. Joseph Regional Medical Center, Mishawaka, (South Bend) IN; University of Kentucky-Chandler Medical Center, Lexington, KY; and Veteran's Affairs Healthcare System of OH, Dayton, OH.

**Centers with vacancies:** St. Vincent Hospitals and Health Services (with the departure of Rhonda Gilligan-Gillespie); and the expected vacancy at Lutheran Hospital Network (formerly Lutheran Hospital of IN) with the anticipated retirement of John Peterson.

The Accreditation committee will be busy this year as there are 2 -5 Year Reviews due: Lutheran Hospital, Fort Wayne, IN and Mount Carmel Health System, Columbus, OH. And,

There will be 5-10 year reviews: Bronson Healthcare Group, Kalamazoo, MI; Clarian Health Partners, Indianapolis, IN; Covenant HealthCare, Saginaw, MI; Howard Regional Health System, Kokomo, IN; and William Beaumont Hospital, Detroit, MI.

- Reminders: 1) Satellite Programs End of Year Reports must be submitted through the host and must indicate satellite program status.
- 2) 45 Day Deadline for student unit reports. Automatic notation if late.

**Certification** – Frank Impicciche reported that 7 people met with committees: 3 for Supervisory Candidacy – all were denied; 1 ACPE supervisor successfully met committee moving from inactive to active status; 1 Associate Supervisor met for a consultation; and 2 met a Readiness committee.

**Standards** – Joe Viti gave a brief update about his committee meeting and led a discussion at the business meeting. Due to the budget cuts, the Standards Committee did not meet at the Leadership Meeting in Atlanta, November 3rd to 7th, 2010. However our National Standards Chairperson, Keith Espenshade, did meet with the Board of Representatives for a discussion about specific Standards. Below are the salient points of that discussion which the Standards Committee will discuss at our ACPE National Meeting in Salt Lake City, April 3-5, 2011.

- **The first area** is Standard 308.8 defines that a unit of CPE as 400 hours, and a half unit as 240 hours of Level I and Level II. Some centers offer a unit and a half programs of 640 hours. For example a center that offers a sixteen week program in the Fall followed by a one month break, and then another sixteen week program in the winter followed by a month break. In a ten month period they have completed three units of CPE but have written two final supervisory evaluations. This conflicts with Standard 308.8.3 which says "Supervisor certifies completion of a unit of CPE (Level I/II) or Supervisory CPE." There are many supervisors who like working with a 1.5 unit format because they claim it is a more efficient use of time for learning, development, and self care. But it conflicts with Standard 308.8 and Standard 308.8.3.
- **The second area** concerns final Supervisory Evaluations. A sub-group of the Standards Committee has been formed to survey seminary representatives to receive feedback about the CPE evaluations they read. Results have not been tabulated.
- **The third area** of discussion deals with Biomedical Ethics. There are many of you who have made yourselves knowledgeable about Biomedical Ethics. Some of you run the Ethics Committee at your hospital, some of you serve on ethics committees, some of you have advocated for patients on biomedical issues. Some members of the Board say we sell our CPE students short by not giving them exposure to Biomedical Ethics. Other members of the Board say we are behind the trend. Hospitals hire PhD. level ethicists. Still others feel we do more in CPE than train Chaplains. A sub group is assessing current best practices and curriculum resources; considering adding bioethics competency to the Level II Outcomes since cognate groups expect biomedical ethics competency for certification as a chaplain.
- **The fourth area** of discussion deals with Distance Learning. We continue to gather data about what are the best technologies we can use for distance learning on all levels of CPE. We are also looking to describe what are the core elements of CPE that must be retained while using the best technologies?
- **The fifth area** of discussion has to do with the Language of the Outcomes. A subgroup is trying to identify some best practices in terms of how supervisors use Outcomes with their students. We are hoping to plan a workshop at an annual conference to dialogue regarding the wording of the Outcomes. [The full report including comments from the region is attached].

**Board of Reps** - Marla Coulter-McDonald said the Board representatives reported feedback they received from their regional meetings regarding the governance restructuring study document. After reviewing the feedback:

The Board affirms: the work of the Task Force; the need to change to be more efficient; the need to reduce costs; to further the dialogue with the Regions; and the value of regional structure.

No consensus about: Vision/Mission/Values integrated with strategic plan and governance; Leadership Council: Role, Function, Relationship to Board, or its existence and budget; Board Membership Selection Process; More direct link/analysis between proposed changes and finances.

A Motion was made (*motion #28*) based on the above conclusions. Moved that the ACPE Board direct an expanded Strategic Planning Work Group to consider the feedback on the proposed governance structure, gather and circulate supporting data, and refine and complete the proposal, to be distributed to the Fall 2011 regional meetings for consideration and feedback, and then adopted or amended at the Fall 2011 leadership meeting and put before the membership at the Spring 2012 meeting. This motion was passed.

Update: This task group has already met via conference call and has decided that the strategic planning project be called "ACPE 2015." Other representatives have been requested to join in the task group planning from the Personnel Committee, FCPE, and Representative from Regional Directors.

*[A complete copy of this report was included in the March 2011 ECR Newsletter].*

**Special Recognition:** The Admin Council acknowledged and celebrated with Marla as the recipient of two honors: (1) for her recognition as the "2011 ACPE Emerging Leader of the ECR" and for her recognition as the "Snorton-Byrd Distinguished Service Award," at the 2011 REM Invitational.

**History:** David Hurst reported the History Task Force has been actively pursuing supervisors to capture the oral history of the organization. A videographer taped interviews with two retired supervisors last year for our archives and efforts continue to interview others. He encouraged the region to think about the importance of preserving our history in written documents as well as verbal accounts.

**Supervisory Emeritus: Motion, Second, Passed** to recommend Urias Beverly, Henry Marksberry and Gerry Niklas as Supervisory Emeritus. Letters of support will be sent to Judy and she will forward to the Board of Reps.

**Regional Director Report:** Dennis Kenny gave a brief summary of the "State of the Region" and will provide more details at the General Business meeting. In general, we have lost some centers but may be gaining more than we have lost. He encouraged everyone to let their colleagues know about regional openings and to recruit people as the region will have approximately five openings this year.

*[A complete copy of his report was included in the March 2011 ECR Newsletter].*

**Personnel Committee:** Judy Ragsdale provided an overview of the evaluations of regional director and the regional administrator. **Motion, Second, Passed** to recommend a bonus of \$500 each in recognition of their service and hard work on behalf of the region.

**Professional Ethics** – Yoke Lye-Lim Kwong provided an overview of National Ethics issues. One suggestion from the discussion was to encourage the Professional Ethics committee to be mindful of and adhere to its deadlines.

**REM** – Yoke Lye-Lim Kwong announced that she was giving the report because as noted earlier, Vickie Johnson could not attend the regional meeting because her mother is very ill. She reported that 5 students received regional scholarships of \$250 each to attend the REM 2011 Invitational. She announced that the 2012 REM Invitational will be held in conjunction with the ACPE conference in February in Arlington, VA. The REM met today over lunch this afternoon and discussed ideas for future ECR meetings that included, getting help to review theory papers for BCC certification or ACPE certification; integration of indigenous scholarship and theories with Euro-centric theories. They also discussed, "How to bring others to join REM to manifest change as a connected community?" And, "How do we bridge the gaps?" The group encouraged Karl Van Harn to include REM in the Long Range Development/Strategic Planning committee to meet ECR students' needs for diversity exposure/resource.

**Clinical Members** – Martha Amann noted a National Clinical Member survey (as included in the October 2011 ECR Newsletter). The results of the survey indicated that 63% of Clinical Members serve as chaplains; 67% are required to participate in continuing education as part of their certification or job requirement; 50% reported having attended a regional or national meeting; of those not attending conferences listed "cost of attending" as the most frequently cited reason. Martha reported the region has had an increase in Clinical Member scholarships which is a good sign that members are attending regional meetings. She is pleased that the regional program planning committee includes options that are of interest to Clinical Members. The Clinical Member task force is continuing to explore ways to recruit and maintain involvement of clinical members regionally and nationally.

As emailed 09/07/2011.

**2012 February Conference:** In light of the ACPE conference and the REM Invitational being held in February 2012, a **Motion, Seconded and Passed** to move the February (Spring) 2012 meeting to March 23 & 24, 2012.

The region decided not to move all future (Spring) February meetings to March.

Respectfully Submitted,

Rev. Frank Nation, D.Min, BCC  
ECR Secretary  
"Frank Nation" <frank\_nation@trihealth.com>

**Association for Clinical Pastoral Education, Inc.  
East Central Region**

**Regional Officers****January 1, 2011-December 31, 2012**

<b>Chair:</b>	Judy Ragsdale	2012
<b>Chair Elect:</b>	Bob Uken	2012
<b>Secretary:</b>	Frank Nation	2013 (2)
<b>Budget &amp; Inv Committee</b>	James Wright	2013 (2)

**Regional Committees****Budget & Investment Committee: James Wright, Chair 2013 (2)**

2011	2012	2013	2014
Martha Amann (2)	David Hurst (2)	John Peterson (2)	Frederic Koning (1)
Bonnie Woods (R)	Stacy Kenney (1)	Whit Stodghill (1)	Peggy Matacale (1)

**Spring Semi-Annual Conference Planning Committee: Judy Ragsdale - 2010**

2011	2012	2013	2014
Sergei Petrov (1)	Karen Morrow (1)	Vickie Johnson (1)	Kathy Nininger (1)
Stan Mullin (1)	Versey Williams (1)	Hanci Newberry (1)	David Koch (1)

**Nominating Committee: Lin Barnett - 2012 (2) Chair**

2011	2012	2013	2014
Bill Foster (2)	Kathy Nininger (1)	Joe Viti (2)	Orin Newberry (1)
Ann Letson (2)	Susan Harthon (2)	Karl VanHarn (1)	Cal Brand (1)

**Accreditation Committee: Chair/Ruth Alpers, Chair (R)**

2011	2012	2013	2014
Donald Chase (1)	Vickie Johnson (2)	Orin Newberry (R)	Donald Chase (2)
Ann Letson (1)	Frank Woggon (1)	Bonnie Woods (2)	Sergei Petrov (1)
Sergei Petrov (R)	Bob McGeeney (2)	Sarah Reed (1)	Cam Holzer (1)
Marla Coulter McDonald (1)	Susan Harthon (1)	Mike Oskin (1)	
<del>Rhonda Gilligan Gillespie (R)</del>	Hanci Newberry (R)	Bill Foster (2)	

**Certification Committee: Frank Impicicche (1) - 2013**

2011	2012	2013	2014
Carl Buxo (2)	Frank Ciampa (2)	Walter Balk (2)	Laurie Hearn (1)
Amy Greene (1)	Cal Brand (1)	Dana Schroeder (1)	Amy Greene (2)
Daryl Hanson (1)	Steve Ivy (1)	Mary Burks-Price (1)	Daryl Hanson (2)
John Peterson (2)	Phil Williams (1)	Barbara Means (1)	Kathy Nininger (1)
Kathy Nininger (R)	Susan Kyser (1)	Ted Hodge (1)	Marla Coulter-McDonald (1)

**Standards Committee: Joe Viti – 2013 (2), Chair**

2011	2012	2013	2014
Lonnie Long (1)	Yoke Lye Lim Kwong (1)	Jill Rasmussen-Baker (1)	Chuck Doughty (1)
Laurie Hearn (R)	Henry Uy (1)	Wade Rowatt (1)	Deborah Damore (1)

**Long Range Development Committee: Karl Van Harn, 2012 (1), Chair**

2011	2012	2013	2014
Beth Newton-Watson (1)	Amy Greene (1)	Mark Rogers-Berry (1)	Orin Newberry (2)
Orin Newberry (1)	Lin Barnett (1)	Mary Q. Browne (1)	Tina Merriweather (1)

**Task Groups**

**Spring Meeting, 2010 to Spring Meeting, 2011**

***As appointed by Chair at February 2010 Spring Conference:***

- **Clinical Members Task Group:** Martha Amann & Stan Mullin
- **History Council Task Group:** David Hurst
- **Racial & Ethnic Multi-Cultural Task Group:** Vickie Johnson

**National ACPE Commissions and Offices**

**January 1- Through December 31**

**Board of Representatives: (3 Two-year Terms)**

Class of 2011 Marla Coulter-McDonald (2)

Class of 2012 Ted Hodge (1)

Class of 2013 Marla Coulter-McDonald (3)

**Accreditation Commission:**

Class of 2013 Ruth Alpers (1)

**Certification Commission:**

Regional Representative: Class of 2013 Beth Newton Watson (2)

Member at Large: Class of 2014 Carl Buxo (2)

Class of 2012 John Peterson (R)

**Professional Ethics Commission:**

Class of 2014 Yoke Lye Lim Kwong (2)

**Representation & Nominating Committee (RANC)**

Class of 2012 Lin Barnett (2)

**Standards Committee:**

Class of 2013 Joe Viti (2)

**Notes**

Definition

(1) First of possible two terms;

(2) Second of possible two terms - may not be reelected;[except for Board of Reps which may serve 3 terms]

(R) Replacement for another person and eligible for two more terms;

\*\*\*\*\* Open Position;

(A) Appointed to serve until elected

**Regional Officers: (Two Year Terms)**

Class of 2011: Term began October 1, 2010 and will end December 31, 2011

Class of 2012: Term began January 1, 2011 and will end December 31, 2012

Class of 2013: Term begins January 1, 2012 and will end December 31, 2013

**Regional Committees: (Three Year Terms)**

Class of 2011: Term began October 1, 2008 and will end December 31, 2011

Class of 2012: Term begins January 1, 2010 and will end December 31, 2012

Class of 2013: Term began January 1, 2011 and will end December 31, 2013

**Task Groups**

Task Groups are appointed annually by the Chair of the East Central Region and affirmed by the Administrative Council. The term of office for a Task Group Chair or Member begins upon being appointed and serves for one year. There is no limit to the times one can be reappointed.

**National ACPE Positions**

**Board of Representatives (Three Two-Year Terms)**

Class of 2011: Term begins January 1, 2010 and will end December 31, 2011

Class of 2012: Term begins January 1, 2011 and will end December 31, 2012

Class of 2013: Term began January 1, 2012 and will end December 31, 2013

**National Commissions and Committees (Two Three-Year Terms)**

Class of 2011: Term began January 1, 2009 and will end December 31, 2011

Class of 2012: Term began January 1, 2010 and will end December 31, 2012

Class of 2013: Term began January 1, 2011 and will end December 31, 2013

A	B	C	D	E	F	G	H	I
Account	Actual	Actual	Actual	Actual	Actual	Approved	2011 As	Projected
Description	12/31/2006	2007	2008	2009	2010	2011	Adjusted	2012
REVENUE	Audited	Audited	Audited	Audited	Unaudited			
Student Fees	\$54,346	\$49,214	\$58,080	\$57,775	\$49,703	\$71,040	\$71,040	\$71,040
Accreditation	\$2,850	\$575	\$300	\$7,975	\$7,750	\$7,750	\$7,750	\$7,750
Certification	\$2,300	\$2,075	\$2,425	\$2,825	\$2,375	\$2,500	\$2,500	\$2,500
Feb Conference	\$10,618	\$9,815	\$10,386	\$10,705	\$11,785	\$11,000	\$11,000	\$11,000
Sept Conference	\$8,017	\$7,291	\$7,980	\$12,359	\$9,134	\$8,000	\$8,000	\$8,000
CPE Day	\$1,155	\$1,129	\$0	\$1,065	\$0	\$0	\$0	\$0
Interest/Dividends	\$3,326	\$2,970	\$2,075	\$1,833	\$1,354	\$2,000	\$2,000	\$2,000
Other/Center	\$8,000	\$7,750	\$8,250	\$7,500	\$7,750	\$7,750	\$7,750	\$7,750
Unrealized Inc/Loss	\$300	-\$752	-\$6,288	-\$4,048	\$0	\$0	\$0	\$0
<b>Total Revenue</b>	<b>\$90,912</b>	<b>\$80,067</b>	<b>\$83,208</b>	<b>\$97,989</b>	<b>\$89,851</b>	<b>\$110,040</b>	<b>\$110,040</b>	<b>\$110,040</b>
<b>EXPENSES</b>								
February/Annual	\$14,275	\$13,324	\$15,009	\$13,717	\$14,158	\$15,000	\$15,000	\$15,000
Fall Meeting/PCA	\$10,957	\$10,884	\$13,803	\$16,818	\$13,429	\$13,000	\$13,000	\$13,000
<b>Total Conferences</b>	<b>\$25,232</b>	<b>\$24,208</b>	<b>\$28,812</b>	<b>\$30,535</b>	<b>\$27,587</b>	<b>\$28,000</b>	<b>\$28,000</b>	<b>\$28,000</b>
<b>Contingency Fund</b>	<b>\$1,875</b>	<b>\$2,836</b>	<b>\$2,000</b>	<b>\$1,630</b>	<b>\$ 3,490</b>	<b>\$ 2,500</b>	<b>\$3,000</b>	<b>\$3,000</b>
<b>Outstanding Checks</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>-\$513</b>	<b>\$2</b>	<b>\$ -</b>	<b>\$0</b>	<b>\$0</b>
<b>Committees</b>								
Accreditation	\$1,961	\$5,348	\$4,573	\$4,143	\$2,643	\$4,500	\$6,500	\$6,500
Accr Chair Salary	\$0	\$0	\$4,991	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Admin Council	\$1,212	\$2,409	\$2,569	\$3,354	\$2,848	\$2,500	\$2,800	\$2,800
RD Recruitment	\$0	\$0	\$0	\$4,754	\$0	\$0	\$0	\$0
Budget & Investment	\$562	\$310	\$465	\$480	\$521	\$700	\$700	\$700
Certification	\$6,043	\$6,751	\$9,004	\$7,789	\$7,743	\$7,500	\$7,700	\$7,700
Clinical Members	\$435	\$448	\$280	\$240	\$976	\$500	\$500	\$500
History	\$0	\$0	\$300	\$210	\$350	\$800	\$800	\$800
July CPE Day	\$511	\$1,038	\$0	\$1,065	\$0	\$0	\$0	\$0
LongRangeDev/Strategic	\$0	\$0	\$222	\$510	\$0	\$1,000	\$500	750
Nominations	\$0	\$185	\$224	\$367	\$110	\$350	\$350	\$350
Professional Ethics	\$0	\$1,000	\$26	\$726	\$1,264	\$1,500	\$1,500	\$1,500
Program	\$255	\$114	\$0	\$0	\$0	\$300	\$300	\$300
REM/Region	\$750	\$1,500	\$1,028	\$1,230	\$1,075	\$1,500	\$1,500	\$1,500
REM/Invitational	\$0	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0
Research	\$0	\$500	\$500	\$0	\$0	\$500	\$500	\$500
SES/SC Event	\$817	\$939	\$628	\$626	\$1,006	\$1,500	\$1,500	\$1,500
Standards	\$502	\$483	\$743	\$829	\$464	\$525	\$525	\$525
<b>Total Committees</b>	<b>\$13,048</b>	<b>\$26,025</b>	<b>\$25,553</b>	<b>\$31,323</b>	<b>\$24,000</b>	<b>\$28,675</b>	<b>\$30,675</b>	<b>\$30,925</b>
<b>Business Office</b>								
Director Salary/Housing	\$14,615	\$15,536	\$16,968	\$16,962	\$16,962	\$16,962	\$16,962	\$16,962
Director Travel	\$3,288	\$4,179	\$3,800	\$5,496	\$1,575	\$3,800	\$3,800	\$3,800
Director Dues		\$400	\$400	\$85	\$0	\$400	\$400	\$400
Staff Salary	\$13,970	\$14,867	\$16,110	\$16,232	\$16,232	\$16,232	\$16,232	\$16,232
Staff Travel	\$700	\$581	\$800	\$800	\$800	\$800	\$800	\$800
Telephone	\$782	\$630	\$800	\$447	\$0	\$400	\$0	\$0
Supplies	\$272	\$153	\$400	\$158	\$214	\$400	\$400	\$400
Internet Provider Svcs	\$517	\$598	\$532	\$598	\$502	\$1,000	\$510	\$510
Web Mgr Honorarium	\$0	\$700	\$1,650	\$3,600	\$3,700	\$3,700	\$3,885	\$3,885
Printing	\$2,345	\$265	\$430	\$42	\$0	\$200	\$200	\$200
Postage	\$2,308	\$805	\$653	\$408	\$476	\$500	\$500	\$500
Acct Fees	\$2,271	\$1,365	\$571	\$606	\$373	\$500	\$500	\$500
Auditor		\$2,250	\$2,250	\$2,250	\$2,300	\$2,250	\$2,300	\$2,300
ACPE Gov't Surcharge	\$2,082	\$1,091	\$1,748	\$2,793	\$1,724	\$2,500	\$2,500	\$2,500
Miscellaneous	\$0	\$0	\$300	\$0	\$76	\$300	\$300	\$300
Bonus	\$0	\$0	\$0	\$0	\$500	\$0	\$1,000	\$1,000
<b>Total Business Office</b>	<b>\$43,150</b>	<b>\$43,420</b>	<b>\$47,412</b>	<b>\$50,477</b>	<b>\$45,434</b>	<b>\$49,944</b>	<b>\$50,289</b>	<b>\$50,289</b>
<b>Total Revenue</b>	<b>\$90,912</b>	<b>\$80,067</b>	<b>\$83,208</b>	<b>\$97,989</b>	<b>\$ 89,851</b>	<b>\$ 110,040</b>	<b>\$110,040</b>	<b>\$110,040</b>
<b>Total Expenses</b>	<b>\$83,305</b>	<b>\$96,489</b>	<b>\$103,777</b>	<b>\$113,452</b>	<b>\$100,513</b>	<b>\$109,119</b>	<b>\$111,964</b>	<b>\$112,214</b>
<b>Total YTD</b>	<b>\$7,607</b>	<b>-\$16,422</b>	<b>-\$20,569</b>	<b>-\$15,463</b>	<b>-\$10,662</b>	<b>\$921</b>	<b>-\$1,924</b>	<b>-\$2,174</b>

As approved by Budget & Investment Committee 02/17/2011  
As approved by Admin Council 02/18/2011  
As approved by the General Business Meeting 02/18/2011



East Central Region  
ACPE  
Spring Conference  
February 18-19, 2011

**Standards Report**

The Standards Report from the ECR Spring Conference contains the Minutes of the East Central Regional Standards Committee Meeting (2/17/2011- 4:00 PM to 6:00 PM) and the discussion that took place during the Business Meeting (2/18/2011- 3:30 to 5:30 PM) and the discussion that took place during the National Issues Panel (2/19/2011 -11:35 AM to 12 Noon).

**ECR Standards Committee Meeting:**

Present: Laurie Hearn, Yoke-Lye Lim Kwong, Lonnie Long, Jill Rasmussen-Baker, Wade Rowatt, Henry Uy, Joe Viti (Chair)

Due to the budget cuts, the Standards Committee did not meet at the Leadership Meeting in Atlanta, November 3rd to 7th, 2010. However our National Standards Chairperson, Keith Espenshade, did meet with the Board of Representatives for a discussion about specific Standards. Below are the salient points of that discussion which the Standards Committee will discuss at our ACPE National Meeting in Salt Lake City, April 3-5, 2011.

- Joe Viti: **The first point concerns Standards 308.1.** We addressed this standard at the Fall Regional Meeting in Fort Wayne; but because there may be a study document about it on the ACPE Web-Page, it merits further discussion.

**Standard 308.8 defines that a unit of CPE as 400 hours, and a half unit as 240 hours of Level I**

**and Level II.** Some centers offer a unit and a half programs of 640 hours. For example a center that offers a sixteen week program in the Fall followed by a one month break, and then another sixteen week program in the winter followed by a month break. In a ten month period they have completed three units of CPE but have written two final supervisory evaluations. This conflicts with Standard 308.8.3 which says "Supervisor certifies completion of a unit of CPE (Level I/II) or Supervisory CPE." There are many supervisors who like working with a 1.5 unit format because they claim it is a more efficient use of time for learning, development, and self care. But it conflicts with Standard 308.8 and Standard 308.8.3.

If the change proposed in the study document is approved, offering a 640 hour program would be an option. It would not replace the 400 hour unit.

The Board of Representatives and the Accreditation Commission supports Standards decision to circulate a study document to clarify the consequences and rational basis for offering one and a half unit programs. Once the Board of Representatives has clarity, they will make a decision.

**Feedback of the ECR Standards Committee:** Such a format would offer longer breaks with more opportunity for rest, final evaluations, doing research, pastoral care.

- a). There would be a more substantial use of mid-term evaluations by the supervisor and the students because sixteen weeks is a long time to be without an evaluation.
- b). We may need to pay attention to how the change could influence Medicare Pass Through and Board Certification for APC.
- c). If use of the one and a half unit is approved, it needs to be optional.
- d). Standards need to be written around it particularly the ones dealing with 308.1 and 308.8.3

**Feedback during the Business Meeting:** No new Standards may be needed since running a 1.5 unit program is not influencing CPE Students and/or Residents in a negative way. We may be over-reacting here.

*"Is writing two evaluations for three units of CPE a good thing?"*

*" I have run one and a half units for a long time, and I have never gotten a complaint from any other ACPE Supervisor or any other CPE Center or any Certification Commission about writing two final supervisory evaluations for three units of CPE. "*

**Feed back during the National Issues Panel:** We need to remember that Standards are written to insure the quality of our CPE Programs. Standards about units and evaluations need to be addressed, but we do not need to over-think this. Sometimes writing too many Standards can cause worse problems than the ones we are trying to solve.

- The second point concerns final Supervisory Evaluations. A sub-group of the Standards Committee has been formed to survey seminary representatives to receive feedback about the CPE evaluations they read. Results have not been tabulated.

**Response of the Regional Members of the Standards Committee:** If we want Seminary Reps to refer their students to our CPE Centers we need to be sensitive to their theological formation needs. It's a customer service issue.

*" I am a Seminary Rep and what I am concerned with is assessment of pastoral skills, integration of theology, and integration of personhood into professional identity forming pastoral identity. "*

*"Other Seminary Reps are more concerned with how the student/Supervisory relationship went, how well did the supervisor evaluate the student, what does the CPE student understand as his/her strengths and weaknesses, and what does the student need going forward? "*

There have been one or two seminaries that used to require CPE, but no longer do. We need to establish better relationships with seminaries.

We need to underline that CPE offers process/experiential learning, not book learning. We also offer learning about the art of becoming in a diverse setting. Not all seminaries offer this. We have unique things to offer.

Feedback during the Business Meeting: We need to have more dialogue with Seminary Reps about the unique qualities of CPE training.

It is okay to get feedback from Seminary Reps as long as we do not take what they say and write more Standards.

There is also the issue of confidentiality with the CPE student. It is okay to give seminary Reps what they need, but we also have to protect the confidentiality of CPE students.

**Feedback during the National Issues Panel:** CPE Supervisors use different formats for evaluation.

Some use a check list, some write a narrative, some combine both a check list and a narrative, some use the Outcomes for guidelines, and some do not. It is okay to get feedback from Seminary Reps so we can have that information, and include it in our evaluations no matter what format the CPE Supervisor uses. I do not think we need to begin writing Standards about evaluation formats.

Some Seminaries request that the supervisor respond to an evaluation they make up. This way they specify the information they need. This may be a way to go to protect the integrity of our evaluation process.

We need to dialogue more with Seminary Reps about what we do and how we can respond to their needs. A survey is a good start.

- **The third area of discussion deals with Biomedical Ethics.** There are many of you who have made yourselves knowledgeable about Biomedical Ethics. Some of you run the Ethics Committee at your hospital, some of you serve on ethics committees, some of you have advocated for patients on biomedical issues. Some members of the Board say we sell our CPE students short by not giving them exposure to Biomedical Ethics.

Other members of the Board say we are behind the trend. Hospitals hire PhD. level ethicists. Still others feel we do more in CPE than train Chaplains. A sub group is assessing current best practices and curriculum resources; considering adding bioethics competency to the Level II Outcomes since cognate groups expect biomedical ethics competency for certification as a chaplain.

**Response of the Regional Members of the Standards Committee:** Chaplains have a unique relationship with patients and families. That needs to be taken into consideration. We act as go-betweens and facilitators for families over ethical issues, for example taking a patient off of a vent can get "sticky."

Also we do more than train Chaplains. There are many pastors out there who deal with domestic violence and sexual abuse in their parishes.

We are not training Chaplains to be PhD. Biomedical experts. We want to give them the opportunity to become conversant in Biomedical Ethics issues and have a theological perspective.

**Feedback during the Business Meeting :** Not discussed.

**Feedback during the National Issues Panel:** Not discussed.

- The fourth area of discussion deals with Distance Learning. We continue to gather data about what are the best technologies we can use for distance learning on all levels of CPE. We are also looking to describe what are the core elements of CPE that must be retained while using the best technologies?

**Feedback from the ECR Standards Committee:** Two of the members of our ECR Standards Committee experienced video conferencing. They both claimed that issues of confidentiality, presence (that is being present in the room), body language, and experiencing emotions are all issues that need to be looked at. The challenge is how do we integrate core components of CPE into the technology?

**Feedback during the Business Meeting:** Not discussed.

**Feedback during the National Issues Panel:** Not discussed.

- The fifth point of discussion has to do with the Language of the Outcomes. A subgroup is trying to identify some best practices in terms of how supervisors use Outcomes with their students. We are hoping to plan a workshop at an annual conference to dialogue regarding the wording of the Outcomes.

**Feedback of the ECR Standards Committee:** Not discussed.

**Feedback during the Business Meeting:** Not discussed.

**Feedback during the National issues Panel:** Not discussed.

Respectfully submitted,  
Joe Viti, Chair  
Regional Standards Committee Chair  
jviti@lutheran-hosp.com