

**VACES Board Meeting  
Graduate Student Conference  
Williamsburg, VA  
February 20, 2004  
Meeting Minutes**

**Members Present:** Tammy Davis, Steve Nielsen, Kathleen May, Nancy Bodenhorn, Gerard Lawson, Victoria Foster, Ed Cannon, Tammi Milliken, Angela von Hayek-Gunn, Renee Staton

President Tammy Davis called the meeting to order and asked for corrections to minutes from the last meeting. The minutes were amended to read that Nancy Bodenhorn mentioned, rather than suggested, a scholarship program to support graduate student membership in VCA, VACES, and VSCA. Angie indicated that she would have to leave early, so Renee recorded minutes.

**Treasurer's Report:** Ed reported that we received \$365 in membership dues according to the latest report from the VCA office, and we now have a balance of approximately \$2,300. The graduate student conference costs and revenue have not yet been tallied, but Tammy D expected that the conference would cost VACES approximately \$500.

**Liaison Reports:**

School Counseling -- Nancy reported that 16 people will receive VSCA scholarships. The VSCA conference is March 19 and 20 in Charlottesville. Kathleen asked if any one had news regarding continuing education requirements for school counselors. No one present had an update.

Community Counseling -- Steve reported that CSBs are still struggling. Finding appropriate jobs for interns and entry-level counselors is difficult. Ed and Renee reported that they attended the Board Hearing on February 13 regarding continuing competency requirements for LPCs. Unless significant objections are presented to the Board, the competency requirements are expected to go into effect during the 2005 licensure application and renewal period.

Graduate Student Liaison --

*Conference* -- 160 people attended the 2004 conference. Tammy D and Tammi M thanked everyone for their ongoing support. The conference looks like another impressive event. Tammy suggested that we should now begin to think of developing a conference committee to coordinate the conference next year. The conference committee was named:

Tammy Davis, Chair  
Tammi Milliken  
Gerard Lawson  
Victoria Foster  
Keily Dotson Blake

(Keily was not present but will be invited by Tammy D to participate)

Questions and action for the conference committee to consider include:

- Four presenters canceled. Perhaps we should indicate clearly on call for proposals our expectation that presenters will attend and present.
- Should we encourage students to submit only one proposal, rather than several? Perhaps those who want to offer more than one session can submit posters.
- Was the lunch arrangement a success? Should we continue with catered lunch or go back to lunch “on your own.” If catered, should we be prepared to increase the cost of the conference?
- Should we allow more time for lunch?
- Let’s build in time for a VACES board social.

*Grant Proposals* -- Tammi M suggested that VACES consider offering grant funding to support VACES student members’ research efforts. Tammi shared a draft of the proposal description. We clarified details, and we determined that grant recipients will be required to present the results of their research at the VACES graduate student conference and/or the VCA conference. We agreed that we’ll need a committee to coordinate this project. The grant committee was named:

Kathleen May, Chair  
Carol Kaffenburger  
Kathleen Thorell  
Rip McAdams

(Carol, Kathleen T., and Rip were not present at the meeting. Kathleen May will invite them to participate.)

Questions and action for the grant committee to consider include:

- Refine the proposal for inclusion in the VACES and VCA fall newsletters.
- Due dates: Should the proposals be due by March 15 with decisions back to applicants by May 1?
- Consider recognizing grant recipients at the VCA and VACES conferences.

*Web Page* -- Lennie is in Ireland. No report.

Newsletter -- Jeanne was unable to attend the meeting due to a scheduling conflict. However, we want to make sure to mention the graduate student research grant proposal and the VCA journal calls for submissions in the next edition of the newsletter.

### **Old Business:**

Supervision Guidelines -- Kathleen had a mishap with her report, but she will update the supervision committee soon via e-mail. After receiving our feedback, Steve will write a report from VACES (signed by Tammy D) and deliver our report to the Board of Counseling.

Elections -- Renee reported that e-mail voting was proving to be efficient and fairly vigorous. However, in the future we should be sure to ask all candidates for a brief (100

word max) bio for distribution prior to posting their names on the ballot. Voting is open until March 1, 2004 for positions of president-elect and secretary.

**New Business:**

SACES Award Submission -- Tammy D. will pursue this.

Next Meeting Date -- 10 a.m. May 21, 2004 at the Curry School of Education in Charlottesville. Kathleen will reserve a room for the meeting.

Adjournment:

The meeting adjourned at approximately 2 p.m.

Respectfully submitted,

A. Renee Staton, in Angela von Hayek-Gunn's absence