

ACES Bylaw Changes

ACES Bylaw Amendments Vote Fall 2022

Dear ACES Member,

The ACES Bylaws & Resolutions Committee was charged to make recommendations for changes to the ACES Bylaws to be in alignment with current practice of the organization and to reflect the organization's commitment to enhancing diversity, equity, and inclusion for all members.

The following recommendations were submitted by the committee and voted on affirmatively by the ACES Governing Council at their August 2022 meeting. Per ACES Bylaws, we now move forward with the vote by membership prior to any official changes.

ACES will hold a Town Hall meeting on August 31, 2022 to share the proposed bylaws and answer questions. [Register for the Town Hall meeting here.](#)

Voting on the bylaw changes will be open September 1-30, 2022 and will take place via a Survey Monkey link available to members. The voting link will be sent to members on September 1.

ACES Bylaws Changes

Article

Top of Form

Question Title

1. Article 1, Section 3

Section 3: Purpose: The purpose of the Association, in accordance with the purpose of ACA, shall be to enhance the ~~quality of life in society by~~

~~promoting the development of professional counselors, advancing the counseling profession, and using the profession and practice of counseling to promote respect for human dignity and diversity.~~ ***practice of professional counseling through the promotion of culturally relevant and effective counselor education and supervision.***

*Remove: quality of life in society by promoting the development of professional counselors, advancing the counseling profession, and using the profession and practice of counseling to promote respect for human dignity and diversity.

*Add: ***practice of professional counseling through the promotion of culturally relevant and effective counselor education and supervision.***

Rationale: To match the language of the mission of ACES in our Strategic Plan.

2. Article 2, Section 3

Section 3: Requirements for Membership:

- ~~a) To be eligible for membership, a person must be a member of ACA.~~
- b) To be eligible for professional membership, a person must meet the requirements of subsection (c) of this section and:
 - 1. be on the faculty of or affiliated with a college or University and be regularly engaged in the professional preparation of professional counselors ~~or student personnel workers;~~ or
 - 2. be regularly engaged in performing the duties of a local, state or national supervisor of guidance, counseling ~~or student personnel services;~~ or in performing the duties of professional assistant to such supervisors; or

3. be otherwise regularly engaged in the professional leadership direction, coordination or supervision of ~~state qualified~~ **professional** counselors. ~~or other qualified professional guidance or student personnel workers.~~ The term "regularly engaged" shall mean that the specified professional activity constitutes a significant and continuing aspect of the individual's professional work in accordance with criteria approved by the Governing Council.
- c) In addition to meeting the requirements of sub-section (b) of this section, ~~a person~~ **individuals** must ***hold a doctoral degree related to counselor education and supervision OR a graduate degree related counseling with specialized training in supervision necessary*** ~~be a recipient of a graduate degree conferred by a graduate school of recognized standing based in part upon course work providing preparation for performing the duties in sub-section (b) of this section.~~
- d) To be eligible for student membership, a person ~~shall be eligible for student membership in ACA, and~~ shall be actively enrolled in a graduate program leading to a graduate degree as described in (c) above.
- e) A professional member may retain this status as long as the member maintains continuous membership in ACES. Any ~~regular~~ members whose membership is severed in accordance with Section 5 of this article and who apply for reinstatement as a ~~regular~~ member shall be required to meet, at the time of the member's reinstatement, the then existing requirements.

*Remove: To be eligible for membership a person must be a member of ACA, and any reference to being a member of ACA to qualify for membership in ACES.

Rationale: Requiring ACA membership to access ACES presents an economic access issue, especially for student and new professional members as well as practicing supervisors. Although many professional counselors are members of ACA, others may find their membership needs met by AMHCA, ASCA, or state branches. Removing the ACA membership requirement increases access, positioning ACES to take a leadership role in helping to unify the profession and ensure quality access to resources to support teaching and supervision in our profession.

*Remove language that refers to student personnel works, student personnel services, state qualified professionals, and regular members.

Rationale: To modernize the language used currently in the profession of counselor education and supervision.

3. Article 2, Section 4

Section 4: Membership Procedures: The Governing Council shall prescribe the forms and procedures to be used in approving applications for membership. ~~in accordance with policies established by ACA.~~

*Remove: in accordance with policies established by ACA.

*Rationale: To be consistent with the removal of ACA membership requirement.

4. Article 2, Section 5

Section 5: Severance of Membership

- a) Failure to pay dues as prescribed by the Association ~~and by ACA~~ shall be interpreted as withdrawal from membership in ACES and the region. Reinstatement shall be by renewed application, as in Section 3 of this Article.

*Remove: and by ACA

*Rationale: to reflect the removal of the ACA membership requirement.

b) A member may be dropped from membership in ACES and the region for any conduct that tends to injure the Association or to adversely affect its reputation, or that is contrary to or destructive of its objectives according to the Bylaws and Code of Ethics of the ***American Counseling*** Association. Complaints brought against members shall be processed according to the ACA Bylaws and the ACA Ethics Committee Policy and Procedure for Processing Complaints of Ethical Violations.

*Add: code of ethics of the American Counseling Association.

*Rationale: This is edited for clarity because ACES does not have its own code of ethics. We follow the ACA Code of Ethics.

5. Article 4, Section 1

Section 1 Formation of State Divisions A group of actively interested persons within a particular state may form a State Division of the Association.

- a) The Governing Council shall establish, subject to the approval of the General Assembly, the policies and procedures for chartering State Divisions, consistent with these Bylaws and the Bylaws of ACA.

- b) The professional qualifications for membership in State Division shall not exclude from membership any voting member of ACES who resides within the State.
- c) Each State Division shall be a division within the appropriate State Branch of ACA and the recommendation of the State Branch shall be required prior to the chartering of a State Division of ACES. ***If there is not an active state branch, this requirement does not apply.***

*Rationale: This provision accommodates the reality that not all states have active state branches of ACA.

- d) Bi-State Divisions. States not having enough potential membership in accordance with Governing Council guidelines may be allowed to align themselves with contiguous states for the purpose of attending to common interests and needs. Such alignment must be approved and recommended by the sponsoring State Branches of ACA prior to the granting of a charter to the Bi-State Division. ***If one or more states does not have an active State Branch, this requirement does not apply.*** The combined membership of the Bi-State Division will meet the minimum number determined by the ACES Governing Council.

*Rationale: This provision accommodates the reality that not all states have active state branches of ACA.

- ~~e) The Bi-State Division will have a voting representative on the Governing Council of each State's ACA State Branch.~~

*Rationale: Actions of ACA state branches are outside the purview of ACES. We cannot require governance structure for an outside body.

Article 4, Section 2

Section 2: Governance of State Divisions: A State Division shall be autonomous in the conduct of its affairs consistent with these Bylaws, the Bylaws of ACA, and the Bylaws of ~~the~~ **any** State Branch of ACA with which it is affiliated. Each State Division shall provide ~~the President of ACES and the presiding officers of the Regional Association~~ each **with** a copy of the State Division's Bylaws, immediately after these are amended. A State Division shall have the power to establish interest sections and to choose its own officers and committees provided that the elective officers of each State Division shall be voting members of this Association. In addition to being members of ACES, elective and appointed officers of State Divisions must be members ~~of ACA, their respective State Branch, and~~ **of** the State Division of ACES.

A State Division shall have an annual election conducted in a democratic manner allowing full participation by the membership. Consistent with Article VII, Section 11 of these Bylaws, no elected officers of a State Division may succeed themselves except after such persons have been filling an unexpired term.

*Rationale: Edit is consistent with removal of concurrent ACA membership requirement. It also avoids requiring membership in an organization that may not exist. State Branches that do exist can set their own expectations for state division leaders.

Article 4, Section 3

Section 3: Reports: Each State Division shall transmit to ~~the President of ACES~~ the names of its officers forthwith after their election or appointment. Each Division shall transmit an annual report to ~~the President of ACES. who will report salient developments to the Governing Council.~~

*Remove: the President of and remove who will report salient developments to the Governing Council

*Rationale: This maintains the requirement without specifying procedure. These are best submitted to the Executive Director through a data collection tool.

Article 6, Section 2

Section 2: Membership on the Council: Voting members on the Governing Council shall be comprised of the President, Immediate Past-Presidents, the Graduate Student Representative, the Representative to the ACA Governing Council, ***the Member-At-Large for Diversity, Equity, Inclusion and Antiracism, (MAL-DEIA), the MAL-DEIA-Elect, and the past MAL-DEIA.*** Non-voting members on the Governing Council shall be comprised of the Secretary-Elect, ***the Treasurer-Elect***, the five regional Presidents-Elect, the Graduate Student Representative ***Elect***, the Immediate-Past Graduate Student Representative, ~~the Conference Coordinator, the Social Media and Web Manager,~~ and the Executive Director. ***A Region's President-Elect may serve as voting member of the Governing Council in the absence of that region's President. Likewise, the immediate Past-Graduate Student Representative may serve as a member of the Governing Council in the absence of the Graduate Student Representative.***

*Add: Three new Member-At-Large positions for Diversity, Equity, Inclusion, and Anti-Racism. Also add Treasurer-Elect and the Graduate Student-Elect to meet the changes passed to the bylaws in fall 2021. Add the ability for regional President-Elects to vote on the Governing Council to represent their regions in the absence of the regional President and the ability for the Past-Graduate Student Representative to vote on the Governing Council in the absence of the Graduate Student Representative.

*Rationale: The Governing Council is proposing the addition of three Member-At-Large positions to ensure we are meeting the Diversity, Equity, Inclusion, and Antiracism needs of the organization. During a previous bylaws change, approved in 2021, we moved the GSR position to an elected position. We neglected to update this language at that time. This revision also ensures representation of regions and students in the event of an absence.

Article 7, Section 10

Section 10: Member-At-Large for Diversity, Equity, Inclusion, and Antiracism: *The Member-at-Large for Diversity, Equity, Inclusion, and Antiracism (MAL-DEIA) will serve for three years. In year one, they will serve as the MAL-DEIA-Elect, in year two they will serve as MAL-DEI, and in year three, they will serve as the Past-MAL-DEIA. Together, the MAL-DEIA-Elect, MAL-DEIA, and Past-MAL-DEIA form the DEIA Trio. The DEIA Trio collaborates to provide a perspective and voice related to DEIA in all association matters. All members of the DEIA Trio will actively engage in ACES leadership and initiatives to support attention to DEIA across core areas of the strategic plan. The MAL-DEIA-Elect, MAL-DEI, and Past-MAL-DEIA are voting members of the Governing Council The MAL-DEIA is also a voting member of the Executive Council.*

*Add: Three new positions, the MAL-DEIA Trio to the Governing Council.

*Rationale: It was recommended that ACES not hire a Chief Diversity Officer. These new positions will allow ACES to ensure the Diversity, Equity, Inclusion, and Antiracist needs of the organization are being met.

Article 6, Section 3

Section 3: The Executive Committee:

- a) The Executive Committee of this Council shall consist of the President, President-Elect, Immediate Past-President, Treasurer, Secretary, Graduate Student Representative, and Representative to the ACA Governing Council, **and the MAL-DEIA** (voting members) and the Executive Director (non-voting members).
- b) When physical meetings of the Council are desirable between meetings of the Association, but conditions of time, distance or finances make such meetings of the Council impractical, the Council may by majority vote of its membership empower its Executive Committee to carry out its duties.
- c) The Executive Committee shall act for the Governing Council within policies as may be established by the Governing Council. The Executive Committee shall function primarily to address those issues which are necessary for the efficient operations of ACES where the time requirements necessitate immediate action. All actions and activities of the Executive Committee shall be communicated to the Governing Council minutes which are distributed within ten working days of an Executive Committee meeting. The actions taken by the Executive Committee must be submitted for ratification by the Governing Council at the next Governing Council meeting. Any subsequent decision by the Governing Council that is contrary to an action taken by the Executive Committee shall (to the extent permitted by law) be given only prospective effect.

*Add: the MAL-DEIA position to the Executive Council.

*Rational: This ensures MAL-DEIA engagement in all organizational affairs while also ensuring the EC remains nimble.

Article 6, Section 4

Section 4: Meetings of the Governing Council and the Executive Committee:

- a) The Governing Council and the Executive Committee shall meet at least twice per fiscal year. The Governing Council and the Executive Committee will meet at the Summer business meeting. In years when the ACES conference occurs, the Governing Council and the Executive Committee shall meet at the Conference. In years when regional conferences occur, the Governing Council and the Executive Committee will hold a Fall business meeting. Additional meetings of the Governing Council and of the Executive Committee may be called by a majority vote or petition of the members present and voting at the Governing Council meeting. The time and place of such additional meeting shall be fixed by the Governing Council. Notice thereof shall be given to all members of the Governing Council and the Executive Committee at least thirty (30) days prior to any such additional meetings.
- b) The President of the Association shall preside at meetings of the Governing Council and of the Executive Committee. In the absence of the President, the President-Elect shall preside.
- c) Each voting member of the Governing Council and the Executive Committee shall have one (1) vote.
- d) A minimum of 50% of members and of voting members shall constitute a quorum for both the Governing Council and the Executive Committee.
- e) Written reports, summarizing the progress of the Association, shall be submitted upon written request of the President.

- f) Any Association members may present business for Governing Council and for Executive Committee consideration.
- g) Meetings of the Governing Council and of the Executive Committee may be canceled by the President of the association.

*Change: Section 3 to Section 4.

*Rationale: Previous bylaws included two subheads labeled “section 3.” Moved the meetings subhead to follow after specification of the Executive Committee.

Article 7, Section 1

Section 1: Elected Officials: The elected officials shall be a President, Past President, President-Elect, Secretary, Secretary-Elect, Treasurer, Treasurer-Elect, Graduate Student Representative, Graduate Student Representative-Elect, Past Graduate Student Representative, ~~and an~~ ***the*** ACES representative to the ACA Governing Council, ***the MAL-DEIA-Elect, MAL-DEIA, and the past-MAL-DEIA.*** ~~Each elected official must be a member of ACA.~~

*Add: the new proposed positions of the MAL-DEIA-Elect, MAL-DEIA, and Past-MAL-DEIA.

*Remove: Requirement for elected officials to be members of ACA.

*Rationale: To match the language for the new proposed positions to ensure Diversity, Equity, Inclusion, and Antiracism representation and recommended deletion of ACA membership requirement to be consistent with removal of concurrent ACA membership requirement.

Article 7, Section 2

Section 2: The Immediate Past-President: ~~The Immediate Past-President is an officer of the association and member of the Executive Committee.~~ The Immediate Past-President shall serve as Chairperson of the Nominations and Elections Committee and also serve on the Governing Council and the Executive Committee of the Association. If the Immediate Past-President is nominated for one of the elected offices, the ~~Executive Director~~ **President** shall ~~serve as~~ appoint a Chairperson of the Nominations and Elections Committee. The Immediate Past-President shall serve for one year.

*Remove: The immediate Past-President is an officer of the association and member of the Executive Committee.

*Rationale: Removed for parallel structure and is not necessary.

*Remove: The Executive Director shall appoint a Chairperson of the Nominations and Elections Committee.

*Rationale: The ED works for the organization, and governance needs to fall to the board. Relocated to President.

Article 7, Section 3

Section 3: The President: The President shall be the chief executive officer of the Association and Chair of its Governing Council **and Executive Committee**. Subject to policies approved by the Governing Council, the President shall appoint chairs and members of all committees unless otherwise specifically provided for in these Bylaws or by the motion establishing such committees. The President shall hold ex-officio membership on all committees. The President shall report annually to the Governing Council, the General Assembly and the Association members regarding the business of the Association and other items of concern to the members. Additionally, the President

shall preside over all meetings of the General Assembly. The President shall serve for one year in the office of President and shall succeed to the office of immediate past-president at the expiration of their term.

*Add: and Executive Committee

*Rationale: Added for parallel structure.

Article 7, Section 4

Section 4: The President Elect: The President-Elect shall serve as President at all Association, Governing Council, ***or Executive Committee*** meetings in the absence of the President. The President-Elect shall serve as Chair of the Budget and Finance Committee, ***and also serves on the Governing Council and Executive Committee of the Association.*** ~~and shall succeed to the presidency at the expiration of the term as President-Elect.~~ The President-Elect shall serve as the official or at-large representative to people or groups outside the Association. The President-Elect shall serve for one year in the office of President-Elect, ***and shall succeed to the office of immediate past-president at the expiration of their term.***

*Add: the President-Elect serves on the Governing Council and the Executive Committee. Also add that the president-elect will become past-president following their presidential term.

*Rationale: Added for parallel structure.

Article 7, Section 5

Section 5: The Secretary: The Secretary shall keep the records of the current activities of the Association, the Governing Council and its Executive Committee. ***The Secretary shall serve as the Chair of the Bylaws and Resolutions Committee*** and shall perform such ***other*** duties

as assigned by the President and/or by the Governing Council. The Secretary shall serve for ~~one~~ two years.

*Add: The secretary shall serve as the Chair of the Bylaws and Resolutions Committee.

*Rationale: The Governing Council is recommending Secretary move to a 2-year position with a secretary elect only in transition years. Thus, Bylaws and Resolutions needs stable chair. This also ensures organizational familiarity prior to chairing.

*Add: The secretary shall serve for two years.

*Rationale: The Governing Council recommended moving the secretary position to a two-year term to parallel other terms on the GC and allow greater organizational familiarity in governance.

Article 7, Section 6

Section 6: The Secretary-Elect: ~~The Secretary-Elect is an officer of the Association and serves on the Executive Committee. The Secretary-Elect shall serve as Chairperson of the By-Laws Committee and also shall coordinate the preparation of the Association newsletter. The Secretary-Elect shall serve for one year.~~ ***The Secretary-Elect is a non-voting member of the Governing Council. The Secretary-Elect shall serve during the second year of the term of the Secretary, as an assistant to the Secretary, and shall perform other duties under the direction of the Secretary, President, and/or Governing Council. The Secretary-Elect shall succeed to the position of Secretary after one year, or upon a prior occurrence of a vacancy in the Office of Secretary.***

*Rationale: Revision creates parallel process between Secretary and Treasurer roles. Allows for designation of duties by President or GC. Removes newsletter responsibility which is now handled by the Executive Director.

Article 7, Section 7

Section 7: The Treasurer: The Treasurer shall represent the Association in assuring the receipt and expenditure of funds and shall operate in accordance with policy established by the ACA Board of Directors. The Treasurer shall perform the duties customary to the office and such additional duties as may be directed by the Governing Council. ***The Treasurer shall serve for three years.***

*Add: The Treasurer shall serve for three years.

*Rationale: Term added for parallel structure.

Article 7, Section 8

Section 8: The Treasurer-Elect: *The Treasurer-Elect is a nonvoting member of the Governing Council.* The Treasurer-Elect shall serve, during the third year of the term of the Treasurer, as an assistant to the Treasurer, and shall undertake such other activities under the direction of the Treasurer, ***President, and/or*** ~~as may be determined by the~~ Governing Council ~~to be desirable to~~ enable the Treasurer-Elect to function effectively during the term of office as Treasurer. The Treasurer-Elect shall succeed to the position of Treasurer ***after*** one year ~~after the appointment~~, or upon the prior occurrence of a vacancy in the office of Treasurer.

*Rationale: Bold and italicized words added for clarity and parallel structure.

Article 7, Section 9

Section 9: The Graduate Student Representative: The Graduate Student Representative will serve for three years. In year one, they will serve as the Graduate Student Representative Elect (nonvoting), in year two they will serve as the Graduate Student Representative, and in year three, they will serve as the Immediate-Past Graduate Student Representative (nonvoting). The Graduate Student Representative is a voting member of the Governing Council *and Executive Committee* and serves as Chair of the Graduate Student Committee.

*Add: and Executive Committee

*Rationale: Added for parallel structure.

Article 7, Section 11

Section ~~10~~ 11: Nominations and Elections:

- a) In accordance with policies approved by the Governing Council, the Nominations and Elections Committee shall conduct the nominations and elections of the Association, review and recommend procedures for carrying out the annual election in accordance with policies adopted by the Governing Council and may propose to the Governing Council nominees for President-Elect of ACA.
- b) The procedures and forms to be used and the schedules to be followed in carrying out the provisions of subsection (a) shall conform with those established by ACA and by subsection (c).
- c) Nominations and election ballots shall be prepared as follows:
 - 1. The Nominations and Elections Committees shall conduct the primary election of officers by ballot,
 - 2. Each Regional Association shall have the right to submit the names of not more than one (1) candidate each to be placed on the primary ballot for President-Elect, Secretary-Elect,

Treasurer-Elect, Graduate Student Representative-Elect, and MAL-DEIA-Elect The candidates must be eligible and willing to serve.

3. The Governing Council shall nominate two (2) eligible and willing persons whose names shall be placed on the final ballot for Representative to the ACA Governing Council whenever incumbent Representative's term of office shall expire.
4. The Nominations and Elections Committee shall include on the nominated ballot the names of any members presented to it and supported by a petition carrying the signature of at least fifty (50) voting members, provided that the candidate is eligible and willing to serve.
5. Nominations shall be submitted in writing by the Regional Association President or Principal Circulator of a Petition to the Committee Chairperson by a timeline designed to meet all deadlines of the election process. Receipt of all nominations will be acknowledged in writing by the Committee Chairperson prior to distributing the primary ballot. The Past-President, as Chair of the Nominations Committee, will be responsible for notifying the regions of the deadlines each year. Regions may submit nomination via e-mail in order to meet the deadlines.
6. The Nomination and Elections Committee shall have the power to place on the primary ballot the names of eligible and willing candidates as may be necessary to make the ballot as representative as possible of the several Regional Associations, ***provided the candidates are willing and able to serve.***
7. The Nominations and Elections Committee shall place on the final ballot the names of the two individuals receiving the highest number of primary election votes for each office.

8. The primary election is held among the eligible voting members of the ACES Governing Council at its annual summer business meeting.

*Rationale: Update the section number and to modernize language and ensure clarity.

Article 7, Section 12

Section ~~11~~ 12: Vacancies in Unexpired Terms: The President-Elect shall succeed the President for any unexpired term and continue as President for the terms for which the person was elected. In the case of vacancy in any ***other*** elective office, the Governing Council shall have power to fill the same until the next election, and persons thus appointed to office shall be eligible for election to succeed themselves for one full term. The President shall have the power to appoint substitute representatives.

*Rationale: Update the section number and clarify language.

Article 7, Section 13

Section ~~12~~ 13: Re-Election: No elected officers of the Association may succeed themselves in office, except as provided in Section ~~10~~ **11** of this Article. This provision does not abridge a member's right to be elected to any office at a later time.

*Rationale: Update the section number and clarify the section regarding nominations and elections.

Article 7, Section 14

Section 13-14: Removal of Officers: Any elected Officer may be removed from office, with or without cause, upon a vote of a majority of the Governing Council members then in office to remove ~~him or her~~ **them** from the Officer position, whenever the Governing Council members' judgment the best interest of the Association would be served thereby, provided that all the Governing Council members have at least ten days' notice of the proposed removal and the Officer at issue has an opportunity ~~personally~~ to address the Governing Council prior to the removal vote. Any officer appointed by the President may be removed with or without cause by the President.

*Rationale: Update the section number and modernize language.

Article 8, Section 3

Section 3: Meetings of the General Assembly:

- a) The meeting of the General Assembly shall constitute the annual meeting of the membership of the Association. ***The annual meeting of the General Assembly may be held during the ACES Conference or electronically with at least thirty (30) days prior notice.*** Additional meetings of the General Assembly may be called by a majority vote or petition of the members present and voting at the General Assembly meeting or by the Governing Council. The time and place of such additional meetings shall be fixed by the Governing Council. Notice thereof shall be given to all members of the General Assembly at least thirty (30) days prior to any such additional meetings.
- b) The President of the Association shall preside at meetings of the General Assembly. In the absence of the President, the President-Elect shall preside.

- c) Each member of the General Assembly shall have one (1) vote.
- d) Those Association members present and attending the General Assembly shall constitute a quorum.
- e) Written reports, summarizing the progress of the Association, shall be submitted upon written request of the President.
- f) Any Association members may present business for General Assembly consideration.
- ~~g) The annual meeting of the General Assembly may be held during the annual ACA Conference and shall not exceed two hours in length.~~
- ~~h) The annual meeting may also be held electronically with at least thirty (30) days prior notice and shall not exceed two hours in length.~~
- i) Meetings of the general assembly may be canceled by the President of the association.

*Add: The annual meeting of the General Assembly may be held during the ACES conference or electronically with at least thirty (30) days prior notice.

*Rationale: Moved location to ensure clarify of annual meeting prior to discussion of additional meetings.

*Removed: The annual meeting of the General Assembly may be held during the annual ACA Conference and shall not exceed two hours in length.

*Rationale: ACES GC will no longer meet at ACA, so it does not make sense to conduct an annual general assembly meeting at ACA. Added language in to allow for meeting to be held at ACES conference (during conference years) or online.

Article 9, Section 3

Section 3: Reports: The Governing Council, the officers, and the chairs of each standing committee, special Committee and interest network shall submit a report concerning their activities ~~to the President and to the Secretary of the Association~~ **ACES** at least 30 days prior to the annual meeting of the General Assembly, and at such other times as the President may direct.

*Rationale: Removed procedure because the Executive Director calls for the reports.

Article 10, Section 1

Section 1: Official Publication:

- a) Subject to the Bylaws of ACA, the official journal of this Association shall be designated as *Counselor Education and Supervision*.
- ~~b) Actions taken by the ACES Governing Council and at the General Assembly will be posted online.~~
- c) The President of the Association shall, with the approval of the Governing Council, appoint a journal editor and such other staff as may be deemed necessary to carry out the provisions of this Article.
- d) The Journal Editor shall be a member of the ACA Board of Journal Editors (ACA Bylaws, Article XI, Section 2).
- e) The Governing Council shall from time to time determine the frequency of issuance and the size and format of the journal, taking into consideration the needs of the Association, the availability of suitable material for publication and finances available for publication of the journal.

*Rationale: Removed to reduce redundancy because this same item is included in section 3 of this article.

Article 11 Committees *and Task Forces*

*Add: Task Forces to the title of this section.

*Rationale: Both committees and task forces are discussed in this article.

Article 11, Section 1

Section 1: Standing *Committees* and ~~Special Committees~~ Task Forces:

There shall be two types of committees of the Association: Standing Committees and ~~Special Committees~~ ***Task Forces***.

*Remove: Special Committees

*Add: Task Forces

*Rationale: ACES committees are essential to both governance and programming. Transition to Committee and Task Force language will be clearer for members and leaders.

Article 11, Section 3

Section 3: ~~Special Committees~~ Task Forces: ~~Special Committees~~ ***Task Forces*** may be authorized by the Governing Council or the General Assembly to carry out a specified task, at the completion of which they automatically cease to exist. ~~Special Committees~~ ***Task Forces*** shall serve as long as the Association wishes them to continue and will report annually to the Governing Council. ~~Special Committees~~ ***Task Forces*** may be appointed, renewed, altered or discontinued without a Bylaws change. They are designed to serve ***temporary needs related to organizational structure, governance, initiatives, or programming*** the

~~mission and program, as opposed to the organizational structure, of the Association. Their functions may be described in the ACES Handbook or other publications of the Association.~~

*Remove: references to special committees and replace with task forces.

*Rationale: For consistency in language.

Article 11, Section 4

Section 4: The Standing Committees of the Association: The Standing Committees of the Association shall be:

- a) Awards Committee
- b) Budget and Finance Committee
- c) Bylaws and Resolutions Committee
- d) Product Development Committee
- e) Membership Committee
- f) Nominations and Elections Committee
- g) Graduate Student Committee
- ~~h) Research Awards Committee~~
- ~~i) Financial Investment Committee~~
- j) Strategic Planning Committee
- k) Human Rights & Social Justice Committee
- l) Conference Committee
- m) Counseling Advisory Committee
- n) Supervision Committee
- o) Teaching Committee
- p) Leadership and Advocacy Committee
- q) Research Committee

*Remove: Research Awards Committee

*Rationale: Research grants function can be subsumed under research committee duties.

*Remove: Financial Investment Committee

*Rationale: Deleting committee and adding responsibilities to Budget & Finance. ACES now has infrastructure and financial policy, developed with experts, that means all financial functions can be handled within one committee.

Article 11, Section 5

Section 5: Standing Committee Functions: The functions of the Standing Committees shall be as follows:

- a) The **Awards Committee** oversees and coordinates the invitation for, review of, and selection of the recipients for all awards given by the Association. This includes preparation of announcements calling for nominations, monitoring of award criteria, carrying out all responsibilities associated with the annual determination of awardees, and making periodic reports to the Governing Council and General Assembly with respect to new awards, amended criteria and elimination of various awards.
- b) The **Budget and Finance Committee** shall be responsible for *monitoring and reviewing ACES financial reports and collaborating with the Executive Director and Treasurer in the preparation and presentation of the annual budget that includes the five regional budgets. **The committee shall be responsible for reviewing and making recommendations regarding financial investments of the association.*** It shall carry out such other activities as may be assigned by the Governing Council or the President. ~~It shall also monitor and confer as needed regarding ACES finances and report to the Governing Council.~~
- c) The **Bylaws and Resolutions Committee** shall receive and review proposals for amending the Bylaws and all resolutions submitted

by various components of the Association. The Committee shall present proposed amendments, in accordance with Article XIII, to the Governing Council, and resolutions to the General Assembly through the Governing Council for action. ***Membership shall consist of the Secretary (who shall be Chair), the Immediate Past-President, and any other members appointed by the President.***

- d) The **Product Development Committee** shall oversee the development of media, publications and non-print resources and coordinate the promotion and marketing of all media of the Association with the approval of the Governing Council.
- e) The **Membership Committee** shall actively promote ACES Membership. The Committee shall include Chairs of ACES Regional Membership Committees in the maintenance of a national network.
- f) The **Nominations and Elections Committees** shall be responsible for carrying out nominations and elections procedures in concert with the ACA nominations and elections timetables and procedures. Membership shall consist of the Immediate Past-President who shall be chair, plus the immediate Past-President of each Regional Association.
- g) The **Graduate Student Committee** shall be responsible for coordinating all activities of the graduate student members of ACES (as defined in Article XI, Section 2 (d)). Duties of the Committee include: identifying annual goals and objectives; preparing a budget for consideration by the Governing Council; and planning special graduate student activities at ~~ACA Conferences and at National ACES Conferences. and maintaining a committee membership and roster of at least (20) members.~~ The Graduate Student Representative serves as Chair of the Graduate Student Committee. ***The committee shall include ACES Regional Graduate Student Representatives and may include additional members appointed by the Chair or President.***

- h) The **Research Awards Committee** oversees and coordinates the invitation for, review of, and selection of the recipients for the Research awards given by the Association. This includes preparation of announcements calling for nominations, monitoring of award criteria, carrying out all responsibilities associated with the annual determination of awardees, and making periodic reports to the Governing Council and General Assembly with respect to new research awards, amended criteria and elimination of various research awards
- i) The **Financial Investment Committee** shall be responsible for exploring and preparing recommendations for financial investment of the association and carry out such other activities as may be assigned by the Governing Council or the President. It shall also monitor and confer as needed with the Budget & Finance Committee and report to the Governing Council.
- j) The **Strategic Planning Committee** shall be responsible for the five-year strategic plan to provide continuity of vision, mission, values, and goals from year to year and from Governing Council to Governing Council. It ensures the goals and initiatives of the strategic plan can be realized, further developed, and shared with members of ACES, and Divisions and Regions of ACA, to provide the education and supervision needed by professional counselors so they can best serve their clientele.
- k) The **Human Rights & Social Justice Committee** shall be responsible for advancing pedagogy **teaching**, supervision, and research related to issues of social justice and human rights on behalf of the Association. The committee identifies entities with which it would be beneficial for ACES to collaborate with on issues of social justice as it relates to teaching, research, counseling, supervision, leadership and advocacy. The committee provides recommendations to the Governing Council and organizes social justice focused events.

~~h) **Conference Committee.** Under the direction of the ACES Conference Coordinator and Conference Staff, The ACES Conference Committee shall be responsible for the planning and managing of the ACES National Conference in consultation with the ACES Executive **Governing** Council. Additional functions of the committee include: site selection/onsite coordination, programming, registration, budget development, exhibitors, continuing education, and publicity.~~

- m) The **Counseling Advisory Committee** monitors and reports on contemporary counseling issues and best practices, legislative developments that directly impact counseling practice, and overall trends in counseling services to inform ACES programming and member services consistent with the ACES strategic plan, mission, and vision. The committee may be charged with special tasks or initiatives related to counseling practice at the request of the President or Governing Council.
- n) The **Supervision Committee** envisions and implements supervision-related programming and member services consistent with the ACES strategic plan, mission, and vision. The committee may be charged with special tasks or initiatives related to supervision at the request of the President or Governing Council.
- o) The **Teaching Committee** envisions and implements teaching-related programming and member services consistent with the ACES strategic plan, mission, and vision. The committee may be charged with special tasks or initiatives related to teaching at the request of the President or Governing Council.
- p) The **Leadership and Advocacy Committee** envisions and implements leadership and advocacy related programming and member services consistent with the ACES strategic plan, mission, and vision. The committee may be charged with special tasks or initiatives related to leadership and advocacy at the request of the President or Governing Council.

- q) The **Research Committee** envisions and implements research-related programming and member services consistent with the ACES strategic plan, mission, and vision. ***The committee is responsible for development and implementation of ACES research grants.*** The committee may be charged with special tasks or initiatives related to research in counselor education and supervision at the request of the President or Governing Council.

*Rationale: changes are to reflect current practices and to clarify the function of committees.

Article 12, Section 1

Section 1: Interest Networks: Interest networks may be authorized by the General Assembly or by the Governing Council. Such networks identified by professional interest areas shall be as long as there is need and may be deactivated by the Governing Council. Chairs shall serve for a period of one year, but ***they*** may be reappointed if such action is deemed to be in the best interests of the Association.

- a) ~~The chairperson~~ ***Chairs*** of each interest network must be ~~a regular~~ ***professional*** members of the Association.
- b) ~~The chairperson~~ ***Chairs*** shall be appointed by the ACES President-Elect ***immediately prior to transition to the role of President. The ACES President-Elect will submit the list of Chairs to be approved by the Governing Council during the June board meeting.***
- c) ~~The chairpersons~~ ***Chairs*** shall develop goals and objectives and submit recommended actions and necessary reports to the Governing Council.

*Rationale: ACES bylaws do not have a provision for regular membership. The intent of this item was for professional membership.

Having the Chairs of interest networks in place prior to the June board meeting will ensure the Chairs are approved and receive training for their positions prior to the beginning of the President-Elect's Presidential term beginning on July 1st.

