Dear ACPE Members and Friends:

The national office has compiled the information in this 2007 Annual Report in order to provide a record of our year as an Association. This report includes statistical data about ACPE, Inc. as well as reports from the President, Treasurer, and Commission and Committee Chairs.

I hope you will read this information as well as keep it on file. You may find it useful as a part of your student orientation, or helpful in describing the ACPE and your program to administrators, seminaries, or community organizations.

During 2007, I was privileged to have a three month sabbatical after my seventh year at ACPE. The time away and writing I was able to do were refreshing! And ACPE continued like a well-oiled machine during my absence. I think that alone is a powerful testimony of the dedication of our national office staff, our leadership and membership.

The ACPE is strong in many ways, yet we must continue to be prepared to meet the challenges of the day. We must continue to engage in our strategic planning and in actualizing the initiatives we have identified. We must continue to look beyond our traditional understandings of clinical pastoral education as we strive to maintain our position as the premier provider of clinical pastoral education. I invite each one of you to join us in this endeavor!

Sincerely,

Rev. Dr. Teresa E. Snorton
ACPE Executive Director

The year 2007 was a busy and productive year in the ACPE. From my perspective as President this past year, we have done several significant things.

• The board continued its focus on the strategic plan with its five initiatives, and we made progress on all fronts.
• As a part of our strategic plan, we began to engage in a major fund-raising campaign using professional consultants. They helped us form a Foundation which will serve both to manage and protect our assets.
• At our annual meeting we furthered our strategic goal of multicultural awareness by sponsoring major presentations for the membership.
• Task forces have continued to work on clarifying and improving our certification and accreditation processes in preparation for the 2010 Standards to reflect our best thinking.
• The Board of Representatives streamlined its processes in order to reduce the cost of the meetings.
• The ACPE has continued to actively participate in the Spiritual Care Collaborative in continuing toward our strategic goal of increasing our connection to our brothers and sisters in our cognate partners.
• The Board members and committee and commission members continued to give generously of their time and dedication, and deserve the thanks of the membership.
• Bill Scrivener was installed as the president of ACPE for the years 2008 and 2009.

Arthur Schmidt, President; William Scrivener, ACPE President-Elect

### National Office Contacts

**ACPE Executive Director:** Teresa Snorton
Contact for Administrative Issues, Professional Ethics, Appeals

**ACPE Associate Director:** Deryck Durston
Contact for Certification, Accreditation, General Information and Consultation

**ACPE Administrative Assistant for Operations:** Terry Izaguirre
Operations, Annual & Leadership Conferences, Executive Director Support, Human Resources

**ACPE Special Projects Coordinator:** John Roch
Newsletter, Advertising, Merchandising, Board of Representatives, Seminaries, Faith Groups, Networks

**ACPE Senior Accounting Assistant:** Tonya Beasley
Accounts Receivable & Invoicing, Accounts Payable

**ACPE Administrative Asst., Accreditation & Certification Services:** Beverly Shinholster
Accreditation Support, Center Information, Certification Support, Supervisor Records

**ACPE Coordinator of Data Services:** Vida Dedinas
Webmaster, Label Requests, Student Unit Reports, Network Systems Administrator

**ACPE Membership Service Coordinator:** Tobey Willis
General Membership, International Student Applications, Transcripts

**ACPE Administrative Assistant:** Ethelin Reynolds
Conference Registration, Administrative Support

**ACPE Receptionist:** Karen McCray
Mail Orders for ACPE Materials, General Information, Purchasing
ACPE Membership Statistics (as of December 31, 2007) and Accreditation and Certification Commission

CPE Sites Listed In Directory

<table>
<thead>
<tr>
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<th>Count</th>
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<td>Satellite Locations</td>
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<td>Accredited Systems</td>
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<td>Candidacy Centers and Systems</td>
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Members

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<td>Supervisors on Leave</td>
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<td>International Guest Supervisors</td>
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<td>Retired Active CPE Supervisors</td>
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<td>Denomination/Agency/Faith Groups</td>
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<tr>
<td>Clinical Members</td>
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<tr>
<td>Individual Members</td>
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<td>Networks</td>
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Accreditation Commission

The Accreditation Commission took action on 494 requests from CPE centers in 2007.

Centers requesting:
- Continued Accredited Membership: 21 Requests Granted: 21
- Accredited Membership: 11 Requests Granted: 11
- Five Year Reviews: 39 Requests Granted: 39
- Annual Reports: 350 Received within guidelines

Centers requesting:
- Candidacy: 2 Requests Granted: 2
- Addition of Satellites: 23 Requests Granted: 23
- Addition of Component Sites: 4 Requests Granted: 4
- Addition of Supervisory CPE: 6 Requests Granted: 6
- Withdrawal of Accreditation (Voluntary): 8 Requests Granted: 8
- Removal of Notations/Deficiencies: 6 Requests Granted: 6
- Postponement Requests: 18 Requests Granted: 18

New Candidacy or Accredited Centers: 13
Called Reviews: 1
Commendations Granted: 1

Respectfully submitted: Karri Oertli, Chair

Certification Commission

The following are actions taken by the Certification Commission in the year 2007:

Spring Meeting:
- 12 CPE Candidates
  - 10 granted
  - 2 denied
- 13 Associate Candidates
  - 12 granted
  - 1 denied
- 1 CPE Competency Review

Fall Meeting:
- 9 CPE Candidates
  - 7 granted
  - 2 denied
- 12 Associate Candidates
  - 11 granted
  - 1 denied

Regional Meetings:
- 6 CPE Candidates
  - 5 granted
  - 1 denied
- 1 Associate Candidate (Pilot)
  - denied

Respectfully submitted: Beverly Shinholster, Certification Administrative Support
**ACPE Membership by Region**

<table>
<thead>
<tr>
<th></th>
<th>NE</th>
<th>E</th>
<th>MA</th>
<th>SE</th>
<th>EC</th>
<th>NC</th>
<th>SC</th>
<th>SW</th>
<th>P</th>
<th>OC</th>
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**Denomination of Students – 2006-2007**

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<td>Presbyterian Church USA</td>
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<td>United Methodist Church</td>
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<td>Seventh Day Adventist</td>
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<td>Disciples of Christ</td>
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<tr>
<td>Southern Baptist Convention</td>
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<tr>
<td>Jewish</td>
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<td>Unitarian-Universalist</td>
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<td>Assembly of God</td>
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<td>Nazarene</td>
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<td>Full Gospel</td>
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### Type of Unit Earned (2006-2007)

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<thead>
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<td>1 Extended Unit</td>
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<td>1/2 Unit</td>
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<tr>
<td>1 1/2 Units concurrent</td>
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<tr>
<td><strong>Total Credits Earned</strong></td>
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### Levels of CPE Earned (2006-2007)

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<td>Level II CPE</td>
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### Category of Student (2006-2007)

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<td>Drug Treatment Center Chaplain</td>
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<td>General Hospital Chaplain</td>
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</tr>
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<td>Graduate Student</td>
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<td>Hospice Chaplain</td>
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<td>605</td>
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<td>Parish Clergy</td>
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<td><strong>3604</strong></td>
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*Individuals may have completed more than one unit.

### International Student Visitor Program

ACPE had a very busy year with international students. Ms. Tobey Willis assumed primary responsibility for coordinating ACPE’s visa application process. The Student Exchange Visitor Program, under the US Department of State, enables the ACPE to serve as the visa sponsor for international students in CPE. In addition to those students sponsored by ACPE, several additional international students also do CPE as a part of their seminary and graduate work with other visas. Here are our stats for 2007:

- **International Students in 2007**: 55
  - 32 continued from 2006
  - 23 new in 2007
  - 27 Males (continued students 12, new students 15)
  - 28 Females (continued students 20, new students 8)

The countries represented by new students included:
- Philippines (4)
- Kenya (3)
- Germany (3)
- South Korea (2)

In addition, there was one student each from: Brazil, Iceland, Ireland, India, Japan, Nigeria, Panama, South Africa, Switzerland, United Kingdom and Zambia.

For the first time, ACPE had to pay an annual fee of $1748.00 to be an authorized sponsor of the Exchange Visitor Program in order to cover the Department of State’s rising costs of the program.

Additional changes in 2007 included the redefinition of “interns” and “trainees” and the prerequisites for each category, additional forms and documents required for the individualized training plan, additional requirements for interviewing and assessing the student’s English proficiency and stricter rules regarding advance proof of insurance. Many inquirers and some applicants to ACPE could not meet all the new requirements, yet we did have a consistent number of international students sponsored by ACPE in 2007 as compared to previous years.

Respectfully submitted: Tobey Willis, ACPE National Office
OFFICERS
President A. Arthur Schmidt, Jr.
President-Elect William E. Scrivener
Secretary Mary Burks-Price
Treasurer Paula J. Teague

BOARD OF REPRESENTATIVES
Northeast Region Robert F. Morse
Mary Beth Hayes
Eastern Region Greg Stoddard
Jeffery M. Silberman
Mid-Atlantic Region Mildred M. Best
David C. Johnson
Southeast Region Miriam Needham
Peter G. Keese
East Central Region Carol R. Green
Frank Impicciche
North Central Region Barry Britton
Edith T. Finsaadal
South Central Region James D. Daugherty
Mark Hart
Pacific Region Michelle Shields
Peter Clark
At-Large Harry Simmons
At-Large Billie Beverly
At-Large Janet R. McCormack
At-Large Richard Gorman

ACREDITATION COMMISSION
Chairperson Karrie Oertli
Northeast Region Mary C. Gerrior
Eastern Region Stephen L. Dutton
Mid-Atlantic Region Eugene Robinson
Southeast Region Rhonda G. Gillespie
North Central Region Ellen Swinford
South Central Region Alan Bowman
Southwest Region Melissa Walker-Luckett
Pacific Region Earl Cooper
At-Large James M. Harper
At-Large Susan L. Asher
Public Member Lori Ellen Smith
Public Member Blair R. Johanson

CERTIFICATION COMMISSION
Chairperson Ted L. Trout-Landens
Northeast Region Martin G. Montonye
Kathy Gallivan
Claudia Blanchette
Eastern Region Maureen Mitchell
Anne Meigs-Ross
Ken R. Hayden
Mid-Atlantic Region Francis Rivers Meza
Janet L. Humphreys
Russell H. Davis
Southeast Region Robin Booth
George L. West
Brenda K. Green
East Central Region Ann Leston, Regional Chair
Judith R. Ragsdale
North Central Region Peter D. Strening,
Regional Chair
Michelle Oberwise-Lacock
Lyle B. Greiner
South Central Region James H. Gunn
Margot K. Hover
William D. Russell
Southwest Region M. Susan Nance
Kofi Adzaku
Gina R. Bethune
Pacific Region Lincoln Lue
Brenda S. Simonds
Kent Schaufelberger

PROFESSIONAL ETHICS COMMISSION
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Northeast Region John Weagraff
Eastern Region Emily Jean Gilbert
Mid-Atlantic Region Mary Ann Poythress
Southeast Region Amy Greene
East Central Region D. Carl Buxo
North Central Region Richard D. Sellers
South Central Region Frances C. McWilliams
Southwest Region Mary Stewart Hall
Pacific Region Wilma J. Reichard

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Northeast Region Peggy J. Kieras
Eastern Region Cathy Bickerton
Mid-Atlantic Region Ralph T. Garofano
Southeast Region Karl J. Van Ham
East Central Region David R. Rumbold
North Central Region Arthur M. Lucas
South Central Region Gordon J. Hilsman
Pacific Region

FINANCE COMMITTEE
Chairperson Paula J. Teague
President A. Arthur Schmidt
At-Large Douglas Watson
At-Large Mary Martha Thiel

REPRESENTATION AND NOMINATIONS COMMITTEE (RANC)
Chairperson John H. Moody
Northeast Region Peggy Kieras
Eastern Region Harlan E. Ratmeyer
Mid-Atlantic Region Randy R. Shoun
Southeast Region Ceeilion Allene
East Central Region Verlin E. Barnett
North Central Region Diane Greve
South Central Region Barbara Brumleve
Southwest Region Steven K. Goss

PERSONNEL COMMITTEE
Chair Mark Jensen
Past President James L. Gibbons
Regional Director Stuart A. Plummer
At-Large Carrie Buckner
Treasurer Paula J. Teague

REGIONAL DIRECTORS
Northeast Region J. Patrick McCoy
Eastern Region Jo Clare Wilson and Nancy McCormack
Mid-Atlantic Region James Travis
Southeast Region Jasper N. Keith, Jr.
East Central Region D. Calvert Brand
North Central Region Gary Sartain
South Central Region Stuart A. Plummer
Southwest Region William F. Carpenter
Pacific Region John Moody

SPECIAL APPOINTEES
Joint Commission on Accredited Pastoral Care Specialties Representative
A. Keith Ethridge
Journal of Pastoral Care and Counseling Publications Representative
Steve Ivy
ACPE History Coordinator and Representative
Robert D. Leas

REGIONAL DIRECTORS
Northeast Region J. Patrick McCoy
Eastern Region Jo Clare Wilson and Nancy McCormack
Mid-Atlantic Region James Travis
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North Central Region Gary Sartain
South Central Region Stuart A. Plummer
Southwest Region William F. Carpenter
Pacific Region John Moody
ACPE 2010: Into the Future Strategic Plan: The Five Initiatives

I. Contextual and Pastoral Education
   1. Maintain a quality Accreditation process, while continuing to promote creativity, collegiality, efficiency and accountability as key values within the function of Accreditation.
   2. To actively support and facilitate the establishment of CPE Centers and the offering of training opportunities in diverse settings beyond healthcare.
   3. To take leadership in developing and promoting advances in experience-based theological education.

II. Supervisory Education and Certification
   1. Improve the preparation of candidates for certification.
   2. Enhance the skills of supervisors doing supervisory education.
   3. Enhance the education and preparation of the certification committee and commission members.
   4. Increase the diversity and number of supervisory education students.

III. Development and Fundraising
   1. ACPE will engage in a multi-faceted fund-development campaign.

IV. Multicultural and International Learning
   1. Provide national and regional leaders and local ACPE Supervisors with opportunities for education in relation to the ACPE multicultural competencies in cultural humility, inclusion and justice in order to address issues such as racism, sexism, classism, homophobia and other-isms.
   2. Establish a web-based “ACPE Multicultural, Multi-faith Resource Center” and provide staffing for the coordination of the International Student Program.

V. Organizational Relationship in Pastoral Care
   1. Strengthen relationships with Graduate Schools in Religion (GSR) – seminars, divinity schools, rabbinical schools, etc.
   2. Strengthen relationships with Religious Endorsing Bodies (REB’s).
   3. Strengthen relationships with members of COMISS and Spiritual Care Collaborative.

Personnel Committee
Committee Membership: Stu Plummer (Regional Director, South Central Region), Frank Impicciiche (Board of Representatives), Carrie Buckner (at large), Paula Teague (ACPE Treasurer), Jim Gibbons (ACPE Past President), and Mark Jensen (Chair).

Core Function – Executive Director Evaluation and Consultation: The committee carried out an evaluation process with Director Snorton that included a web-based survey seeking feedback from ACPE leadership on core job functions. Director Snorton entered her eighth year of service with ACPE in 2007. Her significant and broadly effective leadership with ACPE was again noted.

Executive Director Earned Study Leave: Director Snorton took earned study leave in summer 2007. Associate Director Durston took on additional duties. CPE Supervisors Sharon Engebretson and Wayne Van Kampen served the Association dealing with Certification appeals and Ethics complaints, respectively. The Personnel Committee coordinated these plans.

Respectfully submitted: Mark Jensen, Chair

Treasurer’s Report
The financial health of ACPE, Inc. as a not-for-profit organization and professional affiliation is sound. Though there are fiscal challenges, ACPE, Inc. is positioned to address them through strategic planning and proactive financial planning.


Operating Budget:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue</td>
<td>$1,179,148</td>
</tr>
<tr>
<td>Expenses</td>
<td>$1,144,092</td>
</tr>
<tr>
<td>Net Revenue</td>
<td>$35,056</td>
</tr>
</tbody>
</table>

Income
- Budget surplus in center fees; 60% of increase is in the 10% increase in fees from 2006 to 2007 and the other increase is an increase in student units reported.
- Supervisor’s Fees continue to fall without sufficient numbers of new CPE supervisors coming into the membership category.
- Memberships are down significantly with ongoing budget implications.
- Certification Review Fees met budget projections.
- Interest and dividends are up.
- Advertising continues to grow.
- Note insurance recovery and regional governance surcharge were billed at the end of the year to help regional budgets.
- Decrease in clinical member income.

Expenses
- Officers, Committee and Commission chairs over budget due in part to location of leadership meetings and to budget planning cycle.
- Reserve Fund contribution does not meet association goal of having 50% of operating budget or $300,000 on hand.

Summary Endowment which includes Restricted, Unrestricted and Glaz/Plummer Funds:
- Fund Balance as of 2006: $1,648,780
- Fund Balance as of 2007: $1,756,866
- Investment Income in 2007: $85,159

Respectfully Submitted: Paula Teague, MBA, ACPE Treasurer

Professional Ethics Commission
I have just completed my first year as Chair of Professional Ethics and it has been a full year. We have accomplished several things this year:

- The ACPE Professional Ethics Commission is redefining its role within the organization – education and consultation will become a primary focus. Workshops are being planned for upcoming annual conferences on:
  1. Collegial Responsibility and Accountability – Shifting our Cultural Paradigm (2008 Annual Conference)
  2. When Student’s Therapeutic Issues Overwhelm/Hinder the Educational Process – supervisory strategies and interventions (2009 Annual Conference)
  3. Dual Roles/Conflicting Interests within Institutions – Impact on Supervisory and Student Relationships (2010 Annual Conference)
- Training for the Joint Ethics Pilot Project was completed in October at our Dallas meeting – 36 people were trained; 18 from APC and 18 from ACPE. Implementation of the pilot project began in November – the pilot project ethics complaint process was posted on the ACPE website for all members and centers. Professional Ethics Commission Representatives are available to answer questions regarding the revised process.
- The ACPE Code of Ethics has been moved to a separate location on ACPE website to make it more accessible to those outside of the organization.
- The Commission Chairs (Accreditation, Standards, Certification and PEC) met in Dallas to discuss ways in which our work overlaps and ways in which we can be a resource to each other and the organization. The meeting was productive and has invited us to continue our dialogue on a more consistent basis.

Respectfully submitted: Robin Brown-Halthco, Chair
ACPE Standards Committee & Development Committee

Standards Committee

Recent Accomplishments:
This year, the Standards Committee has worked closely with the Accreditation Commission, Professional Ethics, our legal consultant, and our Associate Director to establish and/or revise several Standards to address requirements from the US Department of Education relative to complaints about our educational processes, and about quality improvement issues. This work constitutes the first time we have made interim revision to Standards in the midst of our five year publication cycle. Also, we have completed efforts in gathering data from our various publics about our Standards and Manuals — most recently, in the Certification process.

Immediate Concerns:
At our Spring ’08 meeting, we reviewed the feedback and suggestions that we have received about the Standards and Manuals since 2005, and put together a study document for publication in summer 2008 about our recommended changes to Standards. We will continue to work closely with the Commissions on this effort, and we count on your thoughtful critique of the study document as we come up with a final product by the fall of 2009.

Going Forward — a word of thanks, and a pause to reflect:
Thanks for the terrific contributions of those who have recently rotated off of the Committee: Noel Brown, Roy Tribe, Don Dinsmore, Art Lucas, Karl Van Harn, and Cathy Bickerton. ACPE is fortunate for their service.
Finally, these next several years will see the concluding rounds of our first “five year cycle” of Standards and Manual revisions. My sense is that we are making very good use of this structure, and that there will lessons to be learned in this process, as well.
Respectively submitted: Jay Foster, Chair

Development Committee

Presidents Joan Hemenway and Art Schmidt appointed a Task Force in 2005 to explore fund development opportunities for ACPE. The Task Force was charged with creating a fund development program for the Board’s review. A plan was presented to secure fund development consultants to ascertain the ability of ACPE to do fund development. After a national search, Myerberg, Shain and Associates (MSA) was engaged to conduct a Marketing and Feasibility Study. Their recommendations were presented to the Board in Spring ’06 and approved. The original case statement prepared by the Development Committee and that study have guided our work. They were both approved by the Board for implementation.

At its Tampa meeting in Fall ’06, the Board also amended the Governance Manual to establish a new Development Committee. This committee is responsible for generating funding for the ACPE endowment and its future programming. It was to manage the endowment portfolio and prepare an investment strategy for the funds. It was to continue to oversee the funding opportunities for ACPE and advise the Board regarding annual, endowment and capital funding campaigns.

The Committee began the process of creating a Foundation for Clinical Pastoral Education to be the fund raising organization for the Association and to manage the funds from ACPE to protect them from inclusion in any action against the Association. The Board approved this process and has reviewed it regularly at its bi-annual meetings.

The legal and administrative work to establish the Foundation was done through the efforts of the initial FCPE Board and Mark Lichterman who was employed to do the administrative work. He was instrumental in locating the Executive Director for the Foundation. Rev. Deborah Whisnand was selected and began working on September 1, 2008.

An Annual Giving Campaign will be launched at the Richmond meeting in Fall ’08. A benefactor of the Association has agreed to match every dollar donated during the campaign with no upper limit.

Finally we are pleased to report that since the Development Committee was formed over $800,000 in pledges, donations and estate gifts have been secured. We have formed a working group to begin reviewing potential plans for a capital improvement campaign to secure appropriate education and administration space for the Association. Bi-annual planned giving seminars are being conducted at our national meetings and regional seminars are also being done.

Finally we have completed the work requested by the Board to allow the transfer of the Endowment Funds to the FCPE oversight. The documentation has been submitted and addresses the questions outlined at the Board’s Memphis meeting, in Spring ’08.

We will have further information and more specific fund development plans for the Fall 2008 meeting of the Committee with the Board. Thank you for the opportunity to serve the Association in this capacity.

The Development Committee consists of elected members: David Carlo, Dennis Kenny, and John Moody, Chairperson. Ex-Officio Members include: Art Schmidt, President, FCPE Board, Paula Teague, ACPE Treasurer, Teresa Snorton, Executive Director, and Deryck Durston, Associate Director.
Respectively submitted: John Moody, Chair

ACPE
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