

## ***ACHA Committee, Task Force, and Coalition Charges***

### **Board Advisory Committees**

ACHA-NCHA Advisory Committee  
Awards Advisory Committee  
Benchmarking Advisory Committee  
External Funding Advisory Committee  
Fellows Advisory Committee  
Vaccine-Preventable Diseases Advisory Committee

### **Board/Presidential Advisors**

Consultation Services Board Advisor

### **Coalitions**

Advocacy Coalition  
Alcohol, Tobacco, and Other Drugs Coalition  
Allies for LGBT Health Coalition  
Campus Safety and Violence Coalition  
Emerging Public Health Threats and Emergency Response Coalition  
Ethnic Diversity Coalition  
HIPAA/Health Information Management Coalition  
National Health Objectives for 2010/2020 Coalition  
Sexual Health Education and Clinical Care Coalition  
Spirituality, Religion, and Student Health Coalition  
Student Health Insurance Coalition

### **Task Forces**

Cultural Competency Statement Revision Task Force  
Leadership Development Task Force  
Membership Development Task Force  
Mental Health Best Practices Task Force

### **Standing Committees**

Annual Meeting Program Planning Committee  
Audit Committee  
Bylaws Committee  
Continuing Education Committee  
    Continuing Education for Certified Health Education Specialists Subcommittee  
    Continuing Medical Education Subcommittee  
    Continuing Nursing Education Subcommittee  
    Continuing Psychology Education Subcommittee  
    Continuing Education for National Certified Counselors Subcommittee  
Ethics Committee  
Finance Committee  
Nominating Committee  
Resolutions Committee

## Board Advisory Committee

### ACHA-NCHA Advisory Committee

*The current charge of the ACHA/NCHA Advisory Committee is to:*

Continue advisory work in supporting, improving and promoting the ACHA-NCHA as the premier surveying instrument in the college health marketplace.

Work with ACHA staff to develop a new manuscript format to accommodate the data derived from the new ACHA-NCHA II survey instrument; and, assist staff as required in the annual manuscript submission for the ACHA-NCHA II Spring Reference Group Data Report (Abridged) article in the *Journal of American College Health*.

Work with the staff liaison to identify any grant funding opportunity for a nationwide survey designed to create an aggregate college/university generalizable data set.

Develop and draft policy for:

- a set of guidelines and a review/approval process regarding the release/use of ACHA-NCHA data to either commercial or non-commercial entities
- criteria for inclusion of institutional data sets in the Reference Group data set (randomized sampling; response rate; etc.)
- use/handling of automatic download variables within institutional surveys

Work with the committee to ascertain the reasons for a lower trending response rate to the survey and initiate a program to identify and share best practices among surveyors that will help increase response rates.

Work with the committee and staff to broaden the reliability and validity analyses using nationally and locally available comparison data; be prepared to defend the validity of the instrument and its data despite lowered response rates.

Work with the national office staff to establish longitudinal trend reports for key NCHA parameters (to be determined by the committee — e.g., dangerous drinking, depression symptoms, vaccination uptake) and make available on website.

Work with the national office staff to establish annual tables of comparative descriptive profiles of NCHA samples and national college data to establish the representative nature of the sample data. These tables should be part of the annual reports for the NCHA data. Descriptive criteria should include widely established student and college demographics.

Stay apprised of the implementation and development of the ACHA College Health Data Network. This could be a valuable resource for aggregate and regional college health clinical data.

## Board Advisory Committee

### Awards Advisory Committee

*The current charge of the Awards Advisory Committee is to:*

Evaluate all ACHA award nominations received this fall. From those nominations, please select and recommend candidates to be presented awards during the 2010 Annual Meeting and report such list to the Board of Directors for approval during the 2010 Winter Board Meeting.

Work with members of your committee to actively promote and encourage awards nominations throughout the membership of the association. Work with ACHA staff on strategies to engage committee, coalition, task force, affiliate, and section leaders, representatives of member institutions, and the "grass roots" membership in nominating colleagues for awards recognition within the association.

Based on Board feedback to earlier recommendations concerning consolidating ACHA awards; instead, work within the committee on revising the names of existing ACHA awards to make them more descriptive, and bring forth such recommended name changes to the Board of Directors for approval.

Maintain historical data of awards by affiliate and region in order to increase geographical participation. Review this information for diversity and discipline as well. Provide this information to the President by October 1, 2010 in order that the Executive Committee members traveling to Affiliate Meetings may share this information to raise awareness and encourage participation.

Lastly, together with the Fellows Advisory Committee Chairperson, work with the President and ACHA staff to plan the 2010 Annual Meeting Awards/Fellows Event.

## Board Advisory Committee

### Benchmarking Advisory Committee

*The current charge of the Benchmarking Advisory Committee is to:*

Continue to work with the ACHA staff on Benchmarking projects.

Also work closely with the ACHA staff on developing/implementing other surveys that will add to the knowledge base of how student health services are funded, their scope of operations, and the degree to which services are used by the student/college population.

Work to incorporate “learning outcomes” into future benchmarking initiatives.

Stay apprised of the implementation and development of the ACHA College Health Data Network. This could be a valuable resource for aggregate and regional college health clinical data.

## Board Advisory Committee

### External Funding Advisory Committee

*The current charge of the External Funding Advisory Committee is to:*

Stand ready to review, deliberate, and provide recommendations for approval or disapproval to the Board of Directors (or Executive Committee) on any prospective externally funded grant programs.

Note: By policy, the committee members are each of the ACHA Section Chairs, the Ethics Committee Chair, and two Board members (Jake Baggott and Gertrude Thompson).

## Board Advisory Committee

### Fellows Advisory Committee

*The current charge of the Fellows Advisory Committee is to:*

Evaluate the Fellows nominations received this program year and select those to be named as Fellows during the 2009 Annual Meeting.

Work with the Awards Advisory Committee Chairperson, the President and ACHA staff to plan the 2010 Annual Meeting Awards/Fellows Event.

Review current processes and update protocol for notification and by whom of selected and non-selected individuals.

Review current processes and update protocol for notifying the selectee's President of their university/college and the Vice President of Student Affairs.

Review the historical record of Fellows selections/designees within the last five years by affiliate and region in order to increase geographical participation. Review this information for diversity and discipline as well. ACHA Staff is standing by to assist with data. Provide a report of this information to the President by October 1, 2009 in order that the Executive Committee members traveling to Affiliate Meetings may share this information to raise awareness and encourage members to submit nominations for Fellows.

## Board Advisory Committee

### Vaccine-Preventable Diseases Advisory Committee

*The current charge of the Vaccine-Preventable Diseases Advisory Committee is to:*

Continue work in leading the association and college health in addressing vaccine-preventable diseases.

Continue to work with ACHA staff to develop, review and revise as appropriate any vaccine related resources (such as brochures, position statements, the RIPI Guidelines, etc.)

Proactively assist the ACHA staff with developing educational awareness initiatives/programs to inform members about new vaccine developments.

Maintain close contact with ACHA's Association Liaison to the CDC Advisory Committee on Immunization Practices (ACIP) and continue to educate and make college health professionals aware of new vaccine technologies and the status of national vaccine policies. Note also the possibility of a new H1N1 Influenza Vaccine this year which will likely have broad interest among college health professionals.

Additionally, on behalf of the association, be proactive in developing corporate, federal, or foundation grant opportunities in the subject area of vaccine preventable diseases that would be appropriate for ACHA to pursue. Please communicate directly with the ACHA national office, which stands ready to assist with any potential ACHA grants.

## **Board/Presidential Advisor**

### **Consultation Services Board Advisor**

*The current charge of the Consultation Services Board Advisor is:*

Continue to function in an advisory nature to the Board of Directors and the ACHA national office staff as the national office continues to administer ACHA's Consultation Services and coordinates completion of client consultations.

## Coalition

### Advocacy Coalition

*The current charge of the Advocacy Coalition is:*

As a Coalition, it is very important to develop, document, and support long term strategies in support of the ACHA Strategic Plan to provide multidisciplinary and multiregional education on Advocacy. The coalition should then establish a few clear goals for each academic year about what to accomplish. Establish a few current year goals (including a goal to review/identify long term strategies) and submit them, after consultation with the group, by September 30, 2009.

Continue to lead and help coordinate ACHA's advocacy efforts with focus on ACHA's Advocacy Issues list and with particular emphasis on evolving Health Care Reform legislation.

Continue to review and recommend revisions to the ACHA Advocacy Issues list through developing a bullet statement template and rationale on any issue the coalition wishes the Board to support nationally.

Continue to identify ways to expand the coalition's, ACHA members', and the Board of Directors' advocacy expertise.

Selectively use ACHA-NCHA data in support of advocacy actions as appropriate.

Develop specific strategies to develop leaders within the coalition to support, develop and guide the association's work in advocacy.

Continue to advise, assist and plan any visits to Capitol Hill (contingent on the association's budget for 2010).

## Coalition

### Alcohol, Tobacco, and Other Drugs Coalition

*The current charge of the Alcohol, Tobacco, and Other Drugs Coalition is:*

As a Coalition, it is very important to develop, document, and support long term strategies in support of the ACHA Strategic Plan to provide multidisciplinary, multiregional education, advocacy, and research on Alcohol, Tobacco, and Other Drugs. The coalition should then establish a few clear goals for each academic year about what to accomplish. Establish a few current year goals (including a goal to review/identify long term strategies) and submit them, after consultation with the group, by September 30, 2009.

Continue working within the coalition to improve the association's visibility as a national resource related to college and university student ATOD and health issues.

Continue work to:

- Demonstrate the importance of campuses addressing ATOD use and abuse among students (including the use of ACHA-NCHA data)
- Develop and review ATOD related resources (such as brochures, position statements, guidelines, etc.), with particular focus placed on completing a review and revision of the ACHA Statement on Tobacco Use, which when completed, must be reviewed and approved by the Board of Directors.
- Maintain a connection with the NASPA Alcohol, Tobacco and Other Drug Knowledge Community
- Establish close contact with ACHA's Association Liaison to the Inter-Association Task Force on Alcohol and Other Drug Issues in Higher Education (IATF); the ACHA President is prepared to assist as needed in this area
- Support ACHA advocacy efforts related to ATOD issues in higher education

Work proactively to identify and/or assist in the development of ATOD focused federal or foundation grant opportunities appropriate for pursuit by ACHA. Please communicate directly with the ACHA national office, which stands ready to assist with potential grant opportunities.

Stay apprised of the implementation and development of the ACHA College Health Data Network. This could be a valuable resource for aggregate and regional college health clinical data.

## Coalition

### Allies for LGBT Health Coalition

*The current charge of the Allies for LGBT Health Coalition is:*

As a Coalition, it is very important to develop, document, and support long term strategies in support of the ACHA Strategic Plan to provide multidisciplinary, multiregional education, advocacy, and research on issues relating to LGBT Health. The coalition should then establish a few clear goals for each academic year about what to accomplish. Establish a few current year goals (including a goal to review/identify long term strategies) and submit them, after consultation with the group, by September 30, 2009.

Work with the ACHA staff to promote diversity and inclusion in all ACHA activities, materials, and throughout the college health field. Continue to work to establish a visible presence and home within ACHA for resources, communication and education on LGBT issues relating to college student health.

Actively work to enhance the annual meeting program by:

- Recommending diversity speakers and topics for the annual meeting. Recommendations should be placed on the Program Planning Committee (PPC) Listserv before September 2009.
- Actively participating in the annual meeting program planning process (through the online program planning database) to appropriately highlight programs with a strong diversity component, and/or place a "Program Advisory" to note any concerns for those programs identified as missing a substantial opportunity for inclusiveness. For assistance or questions regarding the database, contact Susan Ainsworth, 410-859-1500 ext. 222, [sainsworth@acha.org](mailto:sainsworth@acha.org) at the ACHA national office.
- Working with the Ethnic Diversity Coalition Chairperson and the ACHA staff to help coordinate the Diversity Reception to be held at the 2010 Annual Meeting.

Work with ACHA staff to develop and review LGBT Health related resources (such as brochures, position statements, guidelines, etc.)

## Coalition

### Campus Safety and Violence Coalition

*The current charge of the Campus Safety and Violence Coalition is:*

Continue to work in leading the association and college health in addressing college and university prevention and response to campus violence. Work to broaden collaborative efforts with other campus entities beyond just the student health service.

Continue to proactively assist ACHA staff with developing/disseminating educational resources, awareness initiatives, and other resources to inform members about the status of the ever growing campus violence issues and appropriate responses.

Continue to liaison with the Emerging Public Health Threats and Emerging Response Coalition to ensure collaboration regarding emergency response to acts of violence.

Work proactively to identify and/or assist in the development of campus violence focused federal or foundation grant opportunities appropriate for pursuit by ACHA. Communicate directly with the ACHA national office, which stands ready to assist with potential grant opportunities.

## Coalition

### Emerging Public Health Threats and Emergency Response Coalition

*The current charge of the Emerging Public Health Threats and Emergency Response Coalition is:*

As a Coalition, it is very important to develop, document, and support long term strategies in support of the ACHA Strategic Plan to provide multidisciplinary, multiregional education, advocacy, and research on Emerging Public Health Threats and Emergency Response. The coalition should then establish a few clear goals for each academic year about what to accomplish. Establish a few current year goals (including a goal to review/identify long term strategies) and submit them, after consultation with the group, by September 30, 2009.

Work proactively to identify and/or assist in the development of emergency response focused federal or foundation grant opportunities appropriate for pursuit by ACHA. Communicate directly with the ACHA national office, which stands ready to assist with potential grant opportunities.

Continue work in leading the association and college health in addressing college and university planning for emerging public health issues.

Establish a subcommittee to monitor tuberculosis and maintain currency of ACHA Guidelines. Dr. Susan Even has agreed to join the coalition and continue the work that she started as chair of the 2007-2008 task force.

Continue to proactively assist ACHA staff with developing/disseminating educational resources, awareness initiatives, and other resources to inform members about the status of the pandemic threat due to novel influenza H1N1, avian influenza H5N1, pre-planning issues, emergency preparedness and response plans, and the role of student health services.

Continue to coordinate and network with CDC, NIH and other organizations to bring expert information to ACHA members and the college health field regarding emerging public health issues.

Complete a review and revision (as appropriate) of the *ACHA Guidelines for Pandemic Planning* published in July 2006, and present to the Board of Directors for approval.

## Coalition

### Ethnic Diversity Coalition

*The current charge of the Ethnic Diversity Coalition is:*

As a Coalition, it is very important to develop, document, and support long term strategies in support of the ACHA Strategic Plan to provide multidisciplinary, multiregional education, advocacy, and research on Ethnic Diversity. The coalition should then establish a few clear goals for each academic year about what to accomplish. Establish a few current year goals (including a goal to review/identify long term strategies) and submit them, after consultation with the group, by September 30, 2009.

Work to enhance the annual meeting program by:

- Recommending diversity speakers and topics for the annual meeting. Recommendations should be placed on the Program Planning Committee (PPC) Listserv before September 2009.
- Actively participating in the annual meeting program planning process (through the online program planning database) to appropriately highlight programs with a strong diversity component, and/or place a "Program Advisory" to note any concerns for those programs identified as missing a substantial opportunity for inclusiveness. For assistance or questions regarding the database, contact Susan Ainsworth, 410-859-1500 ext. 222, [sainsworth@acha.org](mailto:sainsworth@acha.org) at the ACHA national office.
- Working with the Allies for LGBT Health Coalition Chair, the President and the ACHA staff to coordinate the Diversity Reception, including a more structured agenda, to be held at the 2010 Annual Meeting.

Work within the committee to re-write the dated ACHA publication Health Programming in College/University Settings for Students of Color published in 1991. Within the Mid-Term Report, provide the Board of Directors with a progress report toward completion of a draft revision and estimated completion date to present to the Board of Directors for approval.

Be prepared to assist designated Board members and the national office staff to recruit more minority serving institutional and individual members to join ACHA; and, encourage more minority serving institution colleagues to submit programs, present, attend and otherwise participate in the ACHA annual meeting.

## Coalition

### HIPAA/Health Information Management Coalition

*The current charge of the HIPAA/Health Information Management Coalition is:*

As a Coalition, it is very important to develop, document, and support long term strategies in support of the ACHA Strategic Plan to provide multidisciplinary, multiregional education, advocacy, and research on HIPAA and Health Information Management. The coalition should then establish a few clear goals for each academic year about what to accomplish. Establish a few current year goals (including a goal to review/identify long term strategies) and submit them, after consultation with the group, by September 30, 2009.

Work to develop a more broad based approach to addressing health information management issues (expanding the focus beyond just HIPAA). Identify ways the coalition can advance best practices and standards for health information management.

Continue to provide the membership of ACHA with HIPAA and HIM related information by regularly publishing articles in the ACHA ACTION newsletter.

Based on the model represented by the ACHA Recommended Institutional Prematriculation Immunizations document, wherein already developed recommendations are collected from credible external sources and presented as relevant to college student health, work to develop an ACHA guidelines document encompassing standards, guidelines, and best practices relating to:

- Confidentiality of personal health information
- Privacy and security of health records
- Advancing health information management practices
- A code of ethics for health information management
- Advocacy and interdisciplinary collaboration with other disciplines
- Coding

and other areas that may be relevant to college health information management. Within your Mid-Term Report, provide the Board of Directors with a progress report toward an outline, completion of a draft, and an estimated completion date to present to the Board of Directors for approval.

## Coalition

### National Health Objectives for 2010/2020 Coalition

*The current charge of the National Health Objectives for 2010/2020 Coalition is:*

As a Coalition, it is very important to develop, document, and support long term strategies in support of the ACHA Strategic Plan to provide multidisciplinary, multiregional education, advocacy, and research on National Health Objectives. The coalition should then establish a few clear goals for each academic year about what to accomplish. Please establish a few current year goals (including a goal to review/identify long term strategies) and submit them, after consultation with your group, by September 30, 2009.

Continue to lead/coordinate the Working Group for development of Healthy Campus 2020 objectives. A status report of progress is requested at the Winter 2010 BOD meeting.

Continue leadership to ensure that college health is represented appropriately in the Department of Health and Human Services' "Healthy People 2020" planning process and that appropriate and relevant college health objectives are included in the final document, specifically objectives that are related to the ACHA-NCHA data.

## Coalition

### Sexual Health Education and Clinical Care Coalition

*The current charge of the Sexual Health Education and Clinical Care Coalition is:*

As a Coalition, it is very important to develop, document, and support long term strategies in support of the ACHA Strategic Plan to provide multidisciplinary, multiregional education, advocacy, and research on Sexual Health and Clinical Care. The coalition should then establish a few clear goals for each academic year about what to accomplish. Establish a few current year goals (including a goal to review/identify long term strategies) and submit them, after consultation with your group, by September 30, 2009.

Continue to expand the scope of the coalition (as reflected in its name) to address sexual health education issues in addition to the former clinical STIs perspective.

Continue to coordinate and support national office staff with:

- Conducting a Pap & STI Survey and dissemination of results.
- Developing and reviewing Sexual Health Education and Clinical Care related resources (such as brochures, position statements, guidelines, etc.)
- Serving as expert consultants and a resource for questions about sexual and reproductive health in college students.

Stay apprised of the implementation and development of the ACHA College Health Data Network. This could be a valuable resource for aggregate and regional college health clinical data.

## Coalition

### Spirituality, Religion, and Student Health Coalition

*The current charge of the Spirituality, Religion, and Student Health Coalition is:*

As a Coalition, it is very important to develop, document, and support long term strategies in support of the ACHA Strategic Plan to provide multidisciplinary, multiregional education, advocacy, and research on Spirituality, Religion and Student Health. The coalition should then establish a few clear goals for each academic year about what to accomplish. Please establish a few current year goals (including a goal to review/identify long term strategies) and submit them, after consultation with your group, by September 30, 2009.

Provide broad leadership within the Association to improve members' inter-faith, inter-religious, and inter-spiritual understandings as they relate to the provision of health services to college students.

Work to advance high quality research as well as clinical and educational programming at the ACHA annual meeting and Affiliate annual meetings addressing spirituality-related or faith-based related health issues for college students and providers of health services.

Work to share and disseminate research results, theory and other relevant resources about the delivery of culturally competent health services in a faith-based context.

## Coalition

### Student Health Insurance Coalition

*The current charge of the Student Health Insurance Coalition is:*

Conduct a full review of international student health insurance needs and discern whether an appendix should be added to the ACHA guidelines document, *Standards for Student Health Insurance/Benefits Programs*, which would address minimum standards for international student health insurance programs and plans.

Review ACHA publications pertinent to student health insurance including periodic reviews and updates to the ACHA Guidelines *Standards for Student Health Insurance/Benefits Programs*.

Proactively assist ACHA staff with developing a data repository and disseminating information/resources to inform members about current trends in student health insurance.

Submit and present a session at each ACHA Annual Meeting addressing the most up-to-date and cutting edge information about student health insurance.

Encourage coalition members to submit program proposals for ACHA Affiliate Annual Meetings regarding the most up-to-date and cutting edge information about student health insurance.

Proactively monitor any federal legislation around student health insurance and collaboratively work with the ACHA Advocacy Coalition to recommend to the ACHA leadership appropriate positions, actions, and responses. Also work with the Advocacy Coalition and ACHA national staff to inform members about any pending legislation.

Develop and provide assessment tools and resources for systemic evaluation and benchmarking of student health insurance plans.

## Task Force

### Cultural Competency Statement Revision Task Force

*The current charge of the Cultural Competency Statement Revision Task Force is to:*

Continue review of the ACHA Cultural Competency Statement for currency and applicability, and propose revisions or updates to both the statement itself, and the accompanying Cultural Competency Action List to the Board of Directors. Status reports are requested at the Winter 2010 Board meeting. The Task Force should complete its work in sufficient time to allow final action no later than the May 2010 Board of Directors Meeting.

## Task Force

### Leadership Development Task Force

*The current charge of the Leadership Development Task Force is to:*

Continue work in developing, disseminating and implementing a Leadership Development Strategic Plan within ACHA.

## Task Force

### Membership Development Task Force

*The current charge of the Membership Development Task Force is:*

As a diverse national task force reflecting our grassroots coalitions, sections, committees, and affiliates, address the critical issue of enhancing membership that will position us to grow in the future.

Continue with the action plan to finalize recommendations to revise the institutional dues structure to an enrollment based model as discussed with the Board of Directors.

Work closely with the ACHA national office staff regarding analysis of membership survey data, development of new marketing strategies, and any further recommendations regarding dues structure. The ACHA Membership Coordinator will be your principal ACHA Staff Liaison.

It is suggested that the task force review the examples of similar national associations to gather data and study best practices with similar associations and their membership structure.

Provide the BOD with progress reports in January and April as these tasks are undertaken. As an ACHA task force, it is expected that work will be completed by May 2010 or sooner.

## Task Force

### Mental Health Best Practices Task Force

*The current charge of the Mental Health Best Practices Task Force is to:*

Expedite completion of the final draft of an ACHA White Paper focusing on best practices for college counseling centers, and work with ACHA staff to post it for review during a 14-day member comment period.

The goal is to provide the Executive Committee with the final draft and member comments to review and consider for approval during its September 30, 2009 Fall Retreat meeting.

## Standing Committee

### Annual Meeting Program Planning Committee

*The current charge of the Annual Meeting Program Planning Committee is to:*

Work with the ACHA staff to plan a high quality 2010 Annual Meeting for Philadelphia with a theme of We the People of College Health.

Encourage submission and selection of programs which are multi-disciplinary in nature, reaching across sections for involvement.

Encourage each Section Program Planner to select one educational session on the special focus area of Public Health. Consider having one Presidential Session with a national speaker about the topic.

Consider a process to identify presentations as "Entry Level, Mid-Level and Advanced" so individuals may choose session attendance more selectively.

Encourage Section Program Planners to have all submissions completed in compliance with deadlines from the ACHA National Office.

Work closely with the ACHA staff and fully utilize the Automated Online Program Planning (AOPP) system to accomplish review of all program submissions; Ensure compliance with all program planning action deadlines.

Encourage and make maximum use of Section needs assessments as you review programs for selection.

Encourage each Section Program Planner to solicit at least four programs to be included among the Section's selections for the annual meeting.

Emphasize inclusion and diversity as an essential part of the annual meeting program planning process. Connect with the Ethnic Diversity Coalition and Allies for LGBT Health Coalition to request recommendations on relevant issues and speakers, as well as fully incorporating them in the online program review process. Ensure that the annual meeting program is reflective of the celebrated diversity of ACHA and college health.

## Standing Committee

### Audit Committee

*The current charge of the Audit Committee is to:*

Stand ready to facilitate communication between the American College Health Association's external auditors and the Board of Directors in connection with the Association's fiscal year audit and any other fiscal matters that may arise. Coordinate all actions with the ACHA Treasurer.

## Standing Committee

### Bylaws Committee

*The current charge of the Bylaws Committee is to:*

Stand ready to review and make appropriate recommendations regarding changes to the ACHA Bylaws.

Complete the review process of all Affiliate Bylaws to ensure congruency with ACHA Bylaws.

## Standing Committee

### Continuing Education Committee

*The current charge of the Continuing Education Committee is to:*

Continue work in supporting the Continuing Education activities and programs of the association. Work with the ACHA staff to complete any future re-application, administrative or reporting requirements communicated to ACHA by its several accrediting bodies. Examine ways that other disciplines may be encouraged to participate in ACHA's annual conference by offering CEUs in disciplines such as Registered Information Management Administrators, Registered Dietitians, and others that may be determined as appropriate. Work with ACHA staff to plan and implement the Outcomes Measurement Program for the 2010 Annual Meeting.

## Standing Committee

### Ethics Committee

*The current charge of the Ethics Committee is to:*

Review ACHA guidelines document: *Sanctions Procedures*, dated February 2005, for relevancy and currency. Within your Mid-Term Report, please provide the Board of Directors with a recommendation on whether the guidelines should be updated, and if so, how they should be changed and a timeline for completion.

Continue work in advising the Association on understanding and resolving ethical issues.

Continue the promotion of ethical thought by regularly publishing an "Ethical Viewpoints" article in the *ACHA ACTION* Newsletter.

Continue to identify and pursue opportunities to provide ethics related continuing education and development to college health professionals.

Review and identify multiple opportunities for engagement on ethical leadership and support for ethical decision making within the Association.

Investigate whether it would be appropriate and timely to connect in a liaison relationship through the Association with a national organization on Ethics as a resource.

Work to establish a more visible and practical application presence to individual members, sections, committees, coalitions, task forces and affiliates.

Continue review and revision of the ACHA guidelines document: *General Statement of Ethical Principles and Guidelines*, dated April 2002. Within the Mid-Term Report, provide the Board of Directors with a completed draft revision so final action can be taken to update this document.

## Standing Committee

### Finance Committee

*The current charge of the Finance Committee is to:*

Stand ready to advise the Board of Directors on appropriate funding levels for all functions of the Association, as well as appropriate actions regarding ACHA's investments.

## Standing Committee

### Nominating Committee

*The current charge of the Nominating Committee is to:*

Present candidates for the 2010 national election ballot for the offices/positions of:

- President-Elect
- Treasurer (2 year term)
- Board of Directors Regional Representatives (2 year term)
  - Region I
  - Region III
  - Region V

Work with the ACHA staff to encourage and promote nomination of qualified members for these offices/positions.

## Standing Committee

### Resolutions Committee

*The current charge of the Resolutions Committee is to:*

Stand ready to assist ACHA members by providing a vehicle for submission of resolutions for consideration by the Board of Directors and the Assembly of Representatives as specifically described in Article VII, Section 3, paragraph f of the ACHA Bylaws.