

AMERICAN COUNSELING ASSOCIATION CALENDAR COPARC

July 2009 – June 2010

Date Due	Responsibility of	Request	Contact	Completed
July 1, 2009	Division/Region Leaders	Submissions for Division, Region & Branch News and Bulletin Board items (for August 2009 issue of <i>Counseling Today</i>)	Jonathan Rollins jrollins@counseling.org 800-347-6647 x339	
July 10, 2009	2009-2010 Division Presidents	Deadline for Division Sponsored Education Sessions	Crystal Turner cturner@counseling.org 703-823-9800 x229	
July 20 (estimated), 2009	2009-2010 Division Presidents & Region Chairs	Goals statement and high-resolution color pictures for 2009-2010 Division and Region Goals package (for September 2009 issue of <i>Counseling Today</i>)	Jonathan Rollins jrollins@counseling.org 800-347-6647 x339	
July 30, 2009	Division/Region Leaders	Submissions for Division, Region & Branch News and Bulletin Board items (for September 2009 issue of <i>Counseling Today</i>)	Jonathan Rollins jrollins@counseling.org 800-347-6647 x339	
July 30 – Aug. 1, 2009	Presidents & Region Chairs	ACA Institute for Leadership Development – Alexandria, VA	Holly Clubb hclubb@counseling.org 800-347-6647 x212	
Aug. 5, 2009	2009-2010 Division Presidents	Deadline for Bylaws changes to be reviewed for the November 2009 Governing Council Meeting	Holly Clubb hclubb@counseling.org 800-347-6647 x212	
Sept. 1, 2009	Division/Region Leaders	Submissions for Division, Region & Branch News and Bulletin Board items (for October 2009 issue of <i>Counseling Today</i>)	Jonathan Rollins jrollins@counseling.org 800-347-6647 x339	
Sept. 18, 2009	2009-2010 Division Presidents	Final approval deadline for the 2010 conference schedule	Theresa Holmes Tholmes@counseling.org 800-347-6647 x246	
Sept. 21, 2009	2009-2010 Division Presidents	Deadline for agenda items for November Governing Council meeting	Holly Clubb hclubb@counseling.org 800-347-6647 x212	

Date Due	Responsibility of	Request	Contact	Completed
Oct. 1, 2009	Division/Region Leaders	Submissions for Division, Region & Branch News and Bulletin Board items (for November 2009 issue of <i>Counseling Today</i>)	Jonathan Rollins jrollins@counseling.org 800-347-6647 x339	
October 23, 2009	2009-2010 Division Presidents	Deadline for all Food and Beverage and Audio Visual needs for 2010 conference	Theresa Holmes Tholmes@counseling.org 800-347-6647 x246	
Oct. 29, 2009	Division/Region Leaders	Submissions for Division, Region & Branch News and Bulletin Board items (for December 2009 issue of <i>Counseling Today</i>)	Jonathan Rollins jrollins@counseling.org 800-347-6647 x339	
Nov. 1, 2009	Division/Region Leaders	Submissions for Division, Region & Branch News and Bulletin Board items (for December 2009 issue of <i>Counseling Today</i>)	Jonathan Rollins jrollins@counseling.org 800-347-6647 x339	
Nov. 5-7, 2009		ACA Governing Council Meeting	Holly Clubb hclubb@counseling.org 800-347-6647 x212	
Dec. 1, 2009	President/President Elect Chair/Chair Elects	Deadline for requests for Agenda items for the January 2010 COPARC Meeting	Holly Clubb hclubb@counseling.org 800-347-6647 x212	
Dec. 9, 2009	2009-2010 Division Presidents	Deadline for Bylaws changes to be reviewed for the March 2010 Governing Council Meeting	Holly Clubb hclubb@counseling.org 800-347-6647 x212	
Jan. 1, 2010	Division/Region Leaders	Submissions for Division, Region & Branch News and Bulletin Board items (for January 2009 issue of <i>Counseling Today</i>)	Jonathan Rollins jrollins@counseling.org 800-347-6647 x339	
Jan. 28-29, 2010	President/President Elect	COPARC Meeting	Holly Clubb hclubb@counseling.org 800-347-6647 x212	
Feb. 1, 2010	2009-2010 Division Presidents & Region Chairs	Division and Region reports due for Governing Council	Holly Clubb hclubb@counseling.org 800-347-6647 x212	
Feb. 1, 2009	Division/Region Leaders	Submissions for Division, Region & Branch News and Bulletin Board items (for March 2009 issue of <i>Counseling Today</i>)	Jonathan Rollins jrollins@counseling.org 800-347-6647 x339	
Feb. 5, 2010	2009-2010 Division Presidents	Deadline for 2009 conference ticketed meal guarantees	Theresa Holmes Tholmes@counseling.org 800-347-6647 x246	

Date Due	Responsibility of	Request	Contact	Completed
Mar. 1, 2009	Division/Region Leaders	Submissions for Division, Region & Branch News and Bulletin Board items (for April 2009 issue of <i>Counseling Today</i>)	Jonathan Rollins jrollins@counseling.org 800-347-6647 x339	
Mar. 17-19, 2010		Governing Council Meeting – Pittsburgh, PA	Holly Clubb hclubb@counseling.org 800-347-6647 x212	
Mar 18-22, 2010		ACA Annual Conference – Pittsburgh, PA		
Late April/Early May		Division catalog insertions due	Carolyn Baker cbaker@counseling.org 800-347-6647 x356	
April 1, 2010	President	Final date to notify ACA of Division dues for 2010-2011	Denise Williams dwilliams@counseling.org 703-823-9800 x303	
April 1, 2009	Division/Region Leaders	Submissions for Division, Region & Branch News and Bulletin Board items (for May 2009 issue of <i>Counseling Today</i>)	Jonathan Rollins jrollins@counseling.org 800-347-6647 x339	
April 1, 2009	Division/Region Leaders	Submissions for Division, Region & Branch News and Bulletin Board items (for May 2009 issue of <i>Counseling Today</i>)	Jonathan Rollins jrollins@counseling.org 800-347-6647 x339	
April 25 (estimated), 2009	Division/Region Leaders	2009-2010 event listing for annual Division, Region & Branch Calendar (for June 2009 issue of <i>Counseling Today</i>)	Jonathan Rollins jrollins@counseling.org 800-347-6647 x339	
May 15, 2010	Presidents & Region Chairs	Contact information for President/Chair, President-Elect/Chair-Elect, and Past President/Past Chair for 2010-2011	Holly Clubb hclubb@counseling.org 800-347-6647 x212	
May 1, 2009	Division/Region Leaders	Submissions for Division, Region & Branch News and Bulletin Board items (for June 2009 issue of <i>Counseling Today</i>)	Jonathan Rollins jrollins@counseling.org 800-347-6647 x339	
May 15, 2010	President Elect	Contact Information for Program Reviewers	Crystal Turner cturner@counseling.org 703-823-9800 x229	
May 28, 2010	President Elect	Monthly Membership Information Request	Rae Ann Sites rsites@counseling.org 703-823-9800 x217	

Date Due	Responsibility of	Request	Contact	Completed
May 28, 2010	President Elect	Division Membership Chairs Contact Information	Rae Ann Sites rsites@counseling.org 703-823-9800 x217	
May 28, 2010	President Elect	Division Brochure Contact Information	Rae Ann Sites rsites@counseling.org 703-823-9800 x217	
May 28, 2010	President Elect	Division Webmaster Contact Information	Rae Ann Sites rsites@counseling.org 703-823-9800 x217	
June 1, 2010	President/President Elect Chair/Chair Elects	Deadline for requests for Agenda items for the July 2010 COPARC Meeting	Holly Clubb hclubb@counseling.org 800-347-6647 x212	
June 1, 2009	Division/Region Leaders	Submissions for Division, Region & Branch News and Bulletin Board items (for July 2009 issue of <i>Counseling Today</i>)	Jonathan Rollins jrollins@counseling.org 800-347-6647 x339	