



PRESIDENT'S MESSAGE

WESLEY GREENWOOD, CVE, CRC

While I share my last article as VECAP president, I wish to thank the Board for its vital assistance to this organization. I am continually fascinated with the outspoken commitment that the VECAP board has to this organization and to the field. I recently renewed acquaintance with two former rehabilitation professors of mine. How much I have learned and experienced since graduate school! Much has changed! I look forward to how Assistive Technology can continue to change our lives and assist us in the advancement of our consumers. As a parting note, I wish to remind folks to be attentive to the needs of our consumers. I still meet clients who want the paper-and-pencil interest inventory while others would prefer the on-screen version of the same inventory. The vocational evaluator's flexibility in this approach can certainly enhance the motivation of the consumers. Please enjoy this edition of the newsletter and the upcoming new journal.

-Wes ❖

VISIT THE VECAP BLOG!

Pose questions, respond to others, add commentary—participate in VECAP's virtual network: voceval.blogspot.com. If you visit, you will find some interesting posts already. For example, some suggestions on creating work samples and a resource for having locally developed work samples normed.

VECAP Newsletter Moving to Electronic Format

The VECAP Board approved changes to this Newsletter effective with the next issue. For many reasons, including cost reduction in mailing, and the improved speed of getting information to the members electronically, this will be the last hard copy of the newsletter you will receive **UNLESS YOU CONTACT VECAP HOME OFFICE AND SPECIFICALLY REQUEST HARD COPY MAILINGS**. So, it is critical that the VECAP Home Office has your correct e-mail address. If you have not been receiving the last 3 newsletters and/or your membership renewal information via e-mail, you should first check to see if VECAP information is going into your junk mail file (We hope not!) or being blocked as spam. You will need to allow access receipt of e-mail from mahlers@cox.net in order to receive information from VECAP Home Office. If you have already done this and still are not receiving e-mail notifications from VECAP, please e-mail your correct address to either office@vecap.org or mahlers@cox.net.

Articles and information for publication in the Newsletter may be communicated in several ways. E-mail is preferred. Articles become the property of VECAP. The information and advertisement in the Newsletter are for the interest and benefit of members of VECAP and do not constitute endorsement or an official policy or position of the Vocational Evaluation and Career Assessment Professional (VECAP) organization. Information and articles for the VECAP Newsletter may be communicated to the editor at:

Office@vecap.org ❖

INSIDE THIS EDITION

Page 2: CCWAVES Update
Page 2: UDL Paper Available
Page 3: New Journal Guidelines
Page 4: Student Membership Fees Increasing
Page 5: 2008 VECAP Ballot

CCWAVES UPDATE

BY MICHELLE HAMILTON, VECAP REPRESENTATIVE TO CCWAVES

Mark your calendars VECAP colleagues! The new CCWAVES Code of Professional Ethics takes effect January 1, 2008. Watch for the upcoming edition of the *Wavelengths* newsletter dedicated to the topic of ethics in vocational assessment and evaluation. The Code of Ethics will soon be available for download at www.CCWAVES.org

The CCWAVES mid-year meeting was held August 17-18, 2007 at the Schaumburg, IL office. Two primary functions of the Commission's biannual meetings involve the Standards and Credential Committee and the Examination and Research Committee. The Standards and Credential Committee is responsible for reviewing all applications for the upcoming CVE examination. Vocational evaluation and assessment practitioners seeking certification hail from highly diverse educational and experiential backgrounds. As a result, each application must be thoroughly reviewed by the Standards and Credential Committee to ensure the requisite coursework and experience has been met. The Examination and Research (E & R) Committee is responsible for the continuous monitoring of the certification exam which includes a review the statistical analysis of each exam, item pool review, development of new exam items based on documented research, and/or literature which support the content validity.

In the past year, a major goal of the Commission has been to maximize the efficiency of the Commission's processes. For the CCWAVES Commissioners this efficiency goal translated into *more work in less time*. Luckily for the Commission, this expectation is not an unfamiliar work trend for vocational evaluation and assessment practitioners. Procedural manuals for the Examination and Research Committee, Standards and Credential Committee as well as a general manual designed to introduce new Commissioners to CCWAVES were completed during the mid-year meeting. Thanks to all CCWAVES Commissioners (four of whom are VECAP representatives) who worked diligently day and night in the streamlined 1.5 day meeting format.

Season's Greetings! I look forward to updating VECAP members on CCWAVES activities in the 2008 New Year. ❖

VECAP'S POSITION PAPER ON UDL IS NOW AVAILABLE.

You can download a copy of the VECAP Position Paper on Universal Design for Learning from the VECAP website. You'll see a notice on the front page and can access it selecting the "Publications" link. We hope that you will share the paper with your colleagues, consumers, and administrators/supervisors as well as other organizations or associations.

<http://www.vecap.org/pdf/VECAP%20UDL%20Position%20Paper.pdf> ❖

VOCATIONAL EVALUATION AND CAREER ASSESSMENT PROFESSIONALS JOURNAL Guidelines for Publication:

Purpose and Scope:

Vocational Evaluation and Career Assessment Professionals Journal is an official publication of the **Vocational Evaluation and Career Assessment Professionals Association (VECAP)**. This refereed publication is designed to advance knowledge and practices in the collective fields of vocational assessment, vocational evaluation, and work adjustment. The journal provides practitioners, consumers, and educators with an understanding of critical information in vocational assessment and therapeutic adjustment services. It concentrates on the methodology, program innovations, and instrumentation development within the areas of vocational evaluation and work adjustment.

Types of submissions:

The VECAP Journal seeks several types of submissions. The primary interest is research or theoretically based articles that apply to vocational evaluation, career assessment or assistive technology. These articles will typically be between 16-25 pages in length. However, the VECAP journal encourages submissions from practitioners that help us to understand the practice or enhance the practice of vocational assessment. We will also consider book reviews, test or work sample reviews, and brief reports regarding initial studies in areas of interest to VECAP members. These latter submissions are expected to be 6-10 pages in length.

Review Process:

All manuscripts will be reviewed anonymously by the Editorial Board or invited reviewers who have expertise in a specific topic. Each manuscript must be presented with a single cover sheet that identifies the manuscript title, author's name(s), appropriate credentials, organizational affiliation and contact information (e.g. mailing addresses along with daytime and evening phone numbers). Please note that the author's name and any other identifying information should not appear on subsequent manuscript pages.

Style Requirements: All submissions should meet the following criteria:

- Manuscripts should be submitted **electronically**, and should be in MS Word or Rich Text Format.
- Manuscripts must be double-spaced in **Times New Roman (12 point)**, typed on a standard 8.5" x 11" white background, with a 1-inch margin on all sides.
- **If you have not received confirmation on the receipt of your manuscript from us, please contact us at (505) 454-3519, or Mike O'Brien at mobrien@nmhu.edu (please place "VECAP Journal" in the subject line).**
- The **title of the manuscript** must be on the cover sheet with the name of the author(s) appearing immediately below the title, appropriate credentials, organizational affiliation and contact information (e.g. mailing addresses along with daytime and evening phone numbers).
- The **second page** should contain the **Abstract**, with the text starting on the third page. The abstract should be approximately 150 words.
- **All pages** must be numbered with Arabic numerals in the upper right corner.
- If you are using **Tables**, they must be typed using Microsoft Word Tables format. Tables should be numbered with Arabic numerals and provided with the titles at the top. **Figures** should be numbered with Arabic numerals and titled at the bottom.
- **Footnotes** should be avoided because they disrupt the reader's train of thought and create confusion with references. If the material is important enough for the reader to seek it out, it is important enough to be included in the text.
- **Acknowledgements, if any, should be made in a separate section** following the Conclusion or Summary section, and before the References.

- **References** should use the *alphabetical method*. Only references cited in the text should be listed. (If the material is removed or added, be sure to revise numbering.) Authors should follow the reference style used in the Publication Manual of the American Psychological Association. This manual may be viewed on-line or purchased from the American Psychological Association, APA Order Department, and P.O. Box 92984, Washington, D.C. 20090-2984. Tel.: 800-374-2721; Fax: 202-336-5310. TDD/TDY:202-336-6123. Internet: www.apa.org/books. E-mail: order@apa.org.
- A **Biographical Sketch** of 200 or fewer words for each author should be submitted *on a separate page* with the manuscript.

Following a preliminary review by the editor, the manuscript will be sent to three members of the editorial board or selected guest reviewers with knowledge of and/or expertise in the author's topic. Upon review, manuscripts will be either accepted or rejected, or returned to the author(s) for suggested revision. Approximately two or three months may elapse between the acknowledgement and receipt of a manuscript and notification of its disposition.

After the article has been edited for publication, the editor will submit it to the author for approval. The author will be advised to make any appropriate corrections and resubmit the article. Accepted articles are published in the order of their receipt.

It is a condition of publication that manuscripts submitted to VECAP Journal have not been published and will not be submitted or published elsewhere. By submitting the manuscript, the author(s) agree that the copyright for their article is transferred to the publisher if and when the article is accepted for publication. The copyright covers the exclusive rights to reproduce and distribute the article without permission in writing from the author(s). Rights to reproduce and distribute include reprints, photographic reproduction, microform, and any other means including electronic. Permission to use or distribute articles should be requested from the Editor or the VECAP Journal.

Manuscripts failing to adhere to these guidelines will not be accepted. **PAPER MANUSCRIPTS WILL NOT BE ACCEPTED.** Manuscripts should be submitted directly to the editor via email attachment or can be mailed as a CD ROM disc to:

Michael O'Brien, Ed.D., CRC, CVE
Co-Editor

Vocational Evaluation and Career Assessment Professionals Journal
New Mexico Highlands University
School of Education, TEC 130
Las Vegas, New Mexico 87701
505-454-3519

mobrien@nmhu.edu (please place "VECAP Journal" in the subject line) ❖

STUDENT MEMBERSHIP RATE INCREASING JANUARY 2008

The VECAP Board approved an increase in Student Membership rates effective January 1, 2008. The increase is necessary in order to just recoup our costs for services such as this newsletter, the VECAP Journal, and normal expenses. The new cost will be \$20 per year for students. ❖

2008 VECAP BALLOT

PRESIDENT-ELECT

Lisa Blakeney

WRITE-IN _____

SECRETARY

Fran Smith

WRITE-IN _____

ADVOCACY COORDINATOR

Pam LeConte

WRITE-IN _____

EDUCATION COORDINATOR

Vivian Larkin

WRITE-IN _____

COMMUNICATIONS COORDINATOR

Maureen McGuire-Kuletz

WRITE-IN _____

Please return your completed ballot to:

VECAP Home Office

P.O. Box 2958

Salina, KS 67402-2958

by December 30, 2007

You may e-mail your vote to office@vecap.org if you prefer.

VECAP Membership

The **Vocational Evaluation and Career Assessment Professionals** (VECAP) organization is a well-established, non-profit professional association whose members serve people with and without disabilities by helping them to identify appropriate training, careers, and employment.

VECAP members are employed as:

- ❖ Vocational Evaluators
- ❖ Career Assessment Specialists
- ❖ Vocational Support Personnel
- ❖ Supported Employment Personnel
- ❖ Vocational Assessment Specialists
- ❖ Work Adjustment Specialists
- ❖ Transition Specialists
- ❖ And More!!

VECAP members support the efforts of individuals to develop their training, education, and employment plans as they work to attain their career goals.

Do not Delay...Join VECAP Today!! ❖

VECAP Membership Application

Mr. Mrs. Ms. Dr. (circle one) _____

Address _____

City _____ State _____ Zip Code _____ Work Phone () _____

Home Phone () _____ Fax () _____ Email _____

VECAP Membership Fees

- Professional Membership: \$70.00:** For individuals actively engaged in the practice of vocational evaluation or work adjustment, including those who are immediate supervisors, teachers or researchers in the field. Members at this level receive Newsletters, Journals, discounted registration at the Forum and other training events, voting privileges, and are eligible to hold office in VECAP.
- Associate Membership: \$70.00:** For individuals interested in vocational evaluation or work adjustment, although they are not actively engaged in the practice. Members at this level receive Newsletters, Journals, discounted registration at the Forum and other training events, voting privileges, and are eligible to hold office in VECAP.
- Student Membership: \$10.00: (\$20 AFTER 12/30/2008)** For students enrolled full-time (9 hours per semester for undergraduate students, 6 hours per semester for graduate students) in recognized educational programs preparing them for practice in vocational evaluation or work adjustment. Members at this level receive Newsletters, Journals, discounted registration at the Forum and other training events, and the opportunity to compete in Literary Awards competition.

Please make your Purchase Orders, Checks, and Money Orders (in US dollars) payable to: VECAP.

Please mail the completed application and payment to:

**VECAP Home Office
P.O. Box 2958
Salina, KS 67402-2958**

2007 VECAP Executive Board Members

PRESIDENT

Wesley Greenwood, MA, CVE, CRC
Human Services Counselor
State of KS SRS
411 Washington Rd
Newton, KS 67114-4358
(316) 283-3015, ext. 227
wlxg@srs.ks.gov

TREASURER

Nancy Scott, MS, CVE
AC/CESS Voc Assessment Center
4169 Pruden Blvd.
Suffolk, VA 23434
(757) 925-5651
nanscott@prudencenter.net

IMMEDIATE PAST PRESIDENT & PRESIDENT ELECT

Joseph Ashley
Asst Comm Dept of Rehab Services
8004 Franklin Farms Drive
Richmond, VA 23229
(804) 662-7624
joe.ashley@drs.virginia.gov

SECRETARY

Lisa Blakeney, BS, CVE
Vocation Validation
P.O. Box 1147
Pasadena, MD 21122-1147
(410) 360-1818
lblakeney@cablespeed.com

Coordinators

EDUCATION COORDINATOR

Pamela Leconte, EdD, CVE
George Washington University
2134 G Street, N.W.
Washington, D.C. 20052
(202) 994-1534
pleconte@gwu.edu

COMMUNICATIONS COORDINATOR

Maureen McGuire-Kuletz, EdD, CRC
The George Washington University
2011 I Street, NW, Suite 300
Washington, DC 20052
(202) 973-1558
mkuletz@gwu.edu

ADVOCACY COORDINATOR

Juliet Fried, EdD, CVE, CRC
Professor, School of Human Sciences
University of Northern Colorado
Campus Box 132, Gunter 1250
Greeley, CO 80639
(970) 351-1580
juliet.fried@unco.edu

Committee and Task Force Chairs

STANDARDS COORDINATOR

Michelle Hamilton, PhD, CVE, CRCC
Dept. of Rehab & Counseling
University of Wisconsin-Stout.
Menomonie, WI 54751
(715) 232-1895
hamiltonmi@uwstout.edu

MEMBER SERVICES CO-COORDINATOR

Christine Johnson, MA, CRC
Staff Specialist for Community Rehab Programs
D.O.R.S., 2301 Argonne Drive
Baltimore, MD 21218
(410)-554-9440
cjohnson@dors.state.md.us

MEMBER SERVICES CO-COORDINATOR

Ron Edwards, MA, CVE
Hope Network – West Michigan
P.O. Box 132, 141
Grand Rapids, MI 49501-0141
(616) 248-5150
redwards@hopenetwork.org

VECAP JOURNAL CO-EDITOR

Michael O'Brien, Ed.D., CRC, CVE
Associate Professor
Rehabilitation & Special Ed Director
New Mexico Highlands University
School of Education – TEC 130
Las Vegas, NM 87701
(505)-454-3519
Fax – (505) 454-3384
mobrien@nmhu.edu

VECAP JOURNAL CO-EDITOR

Debra Homa, Ph.D., CRC, CVE
Assistant Professor
Dept of Rehab & Counseling, 231A VR Bldg
University of Wisconsin-Stout
P.O. Box 790
Menomonie, WI 54751-0790
(715)-232-1113
Fax (715) 232-2356
homad@uwstout.edu

Representatives to CCWAVES

Michelle Hamilton, Ph.D., CVE, CRCC
Dept of Rehab & Counseling University of
Wisconsin-Stout
Menomonie, WI 54751
work: (715) 232-1895
fax: (715) 232-2356
hamiltonmi@uwstout.edu

Ron Edwards, MA, CVE
Hope Network – West Michigan
P.O. Box 141
Grand Rapids, MI 49501-0141
616.248.5150
redwards@hopenetwork.org

Lisa Rahman Smith,
CVE
4565 Rincon Place
Montclair, VA 22026
lisa.r.smith@fcps.edu

Nancy Scott, MS, CVE
AC/CESS Voc Assessment Ctr
4169 Pruden Boulevard
Suffolk, VA 23434
(757) 925-5651
nanscott@prudencenter.net

VECAP
P.O. Box 2958
Salina, KS 67402-2958

PRSRT STD
U.S. POSTAGE
PAID
PERMIT NO. 111
SALINA, KS
67401