

Minutes of ACAPT Board Minutes Oct 5, 2017 - 10/05/17

Date and time: 10/05/17 08:00 am to: 10/05/17 09:30 am
Present: Sandy Rossi, Barb Sanders, Mark Reinking, Zoher Kapasi, Nancy Reese, Pam Levangie, Mike Sheldon, Rick Segal, Scott Ward, Jim Farris
CC: Susan Appling, Mary Blackinton, jkonin@uri.edu

Topics

1. Establishing a Quorum

quorum established

2. Approval of Minutes from Previous Meeting

Decision *Minutes from Sept 7, 2017 approved*

3. Treasurer's Report

3-1. Finance Committee Appointment (Nancy)

Decision *Amy Heath from Simmons College has agreed to replace Julia Chevan on the ACAPT Finance Committee. Amy is from a small institution in the northeast, as was Julia. She was one of two individuals suggested by the Finance Committee members to replace Julia.*

Decision *Amy Heath approved*

4. Business Agenda

4-1. Support for Puerto Rico (Barb)

Decision *"Barb -I hope your fall semester is off to a good start. As we know, Puerto Rico is not doing well at all. I heard yesterday that the medical education sector sent an email to all the medical schools in the US asking if any would be willing to take the medical students from Puerto Rico. I thought maybe ACAPT might like to consider doing something similar—and maybe you are already considering it. Do let me know if you have any questions. Thanks, Sandra L Wise, PhD"*

Sandy to work on a communication inviting people to let us know what they need

4-2. Being Prepared for Motions at ELC (Barb/Mark)

discuss the motions presented and determine our response to members during the Open Forum and Business Meeting where we may be asked what or how we're going to act on recommendations/motions.

Decision *Board recommends following instructions suggested by Shawne Soper to best manage the business meeting, starting with "Speaker can state "Based on the amount of motions we have, we're going to try to focus on 15 minutes per motion and should we need more time, we can extend the time of debate. Does anyone object to that plan? if not, then proceed" Be sure to comment that this is not an attempt to push things through, rather only to assure we get through all of the motions.*

 [procedural_considerations_for_getting_through_the_meeting.docx](#)

Need to make clear the difference between the Panel recommendations as well as Clinical Education Task Force Recommendations. Before Panel motions are introduced, acknowledge the hard work of the Panels and all that went into developing the recommendations. Mike will be prepared to clarify the background (re: relationship to Clinical Education Summit)

Decision *In response to questions about the board's plan of actions on implementation of recommendations: "The board accepts the charge to come up with an implementation plan. We may empower the Panels or establish a work group to outline options and develop a plan."*

Have Donna Applebaum, as co-chair of the Ad Hoc Committee receiving feedback on the Clinical Education Task Force Recommendation, prepared to respond to questions related to the Best Practices motion to assure that it does not appear as if the Board is influencing the vote or discussion. This is not an ACAPT board motion. This is coming from an individual member of an ACAPT Member Institution. The ACAPT board is not taking a position on the motions, only carrying forward the motions for the members' decision.

To help move the meeting forward, put the full business meeting and attachments on the website and encourage people to visit it in advance. This will allow Barb/Nancy to make their presentations short and summary like

Mark to start business meeting with a moment of silence to acknowledge those devastated by natural disasters and tragedies like those in Las Vegas

4-3. Celebration of Diversity Table

We have 2 seats available for the table. Pam will check with someone she knows may be interested

5. New Business

Decision *the motion for the Movement System Position Statement is missing a statement so we need to adjust the motion. Pam will provide the revised language to use. Action recommended by Reference Committee and approved by the board:*

The maker of the motion could move the motion she has- have it seconded, and then arrange for someone to amend it with the wording that she had. This will require a second, a support statement of why the definition is needed, and then debate. If it is adopted, then the entire motion as adopted is open for debate.

Barb had a discussion with Lisa Saladin regarding the development of action plans from Movement System Summit. Barb communicated the board's support and Lisa will follow up with recommended actions

5-1. Executive Session (Barb)

6. Upcoming Meetings

MEETINGS AT ELC (see attached program for all ELC events & activities):

- Thursday, Oct 12, 8am-5pm = Board Meeting in the Madison room (breakfast & lunch provided)
- Thursday, Oct 12, 6-9pm = Open Forum in the Regency Ballroom
- Friday, Oct 13, 1:30-5:00pm = Business Meeting in the Regency Ballroom
- Saturday, Oct 14, 7-11pm = Celebration of Diversity event at the Franklin Park Conservatory
- Sunday, Oct 15, 8am-1pm = Education Leadership Partnership in the Marion room

also, attached are meetings being held in the ACAPT suite

NOVEMBER BOARD CONFERENCE CALL: Thursday, November 2, 8am-9:30am. Sandy will not be able to join this call so recommend using only the conference call line and not the webinar format for this meeting: Dial: 1-877-860-3058. Barb to use the following code to initiate the call 1178783#. All others use this code to join: 117878#

DECEMBER BOARD CONFERENCE CALL: December 7, 8am-9:30am

MEETINGS AT CSM:

- Tuesday starting at 2:00pm = ACAPT Board Meeting (for now, assume the meeting may run until 10pm, but this is tbd)
- Wednesday, Feb 21, 8:00am-5:00pm = MERC pre-cons
- Wednesday, Feb 21, 5:00-7:00pm = Roundtable Liaison Meeting
- Thursday, Feb 22, 5:00-6:30pm = Alumni reception in the ACAPT suite
- Friday, Feb 23, 6:30-7:30am = Education Research Networking Breakfast
- Saturday, Feb 24, 8:00am-1:00pm = Education Leadership Partnership meeting

 [ELC2017_Onsite_Program_Inside_-_final.pdf](#)

 [Meetings_in_the_suite_-_ELC_2017.xlsx](#)

7. Future Deadlines

Agenda and report items to Sandy by Oct 23 for the November 2 board conference call

Agenda and report items to Sandy by Nov 27 for the December 7 board conference call

8. Notes

Please encourage people to subscribe to our newsletters: <http://acapt.us13.listmanage1.com/subscribe?u=b7e3fb72eaff6d83a3b5dd0f5&id=e2fccdfb73>

Sandy will be on vacation November 20-24 and December 25-Jan 1

9. Adjourn