



# AMERICAN COUNCIL OF ACADEMIC PHYSICAL THERAPY

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## ACAPT ANNUAL MEETING AGENDA

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Thursday, October 17, 2024  
5:00-8:00 PM Pacific

**Oakland Marriott City Center at 1001 Broadway, Oakland, CA in the East Hall room**

1. Welcome and Call to order - Vice President, Peter Altenburger
  - a. Introductions of guests
  - b. Credentials Report (to establish quorum) – Secretary Beth Moody Jones
  - c. Appointment of the Committee to Approve the Minutes
  - d. Recognizing the Timekeeper
  - e. Test of the voting system
2. Adoption of the Order of Business and Standing Rules for the Meeting
3. [President's Report](#) – Kimberly Varnado
4. Awards & Recognition
  - a. Presentation of ACAPT awards to recipients
  - b. Recognition of Outgoing Leaders
5. [Treasurer's Report](#) – Amy Heath
6. Presentation of Motions
  - a. [Institutional, Associate and Provisional Members](#)  
Here is the direct url in case the link above doesn't work: [https://acapt.org/docs/default-source/motions/2024-motions/2404-2405---institutional-associate-provisional-members.pdf?sfvrsn=721096d8\\_0](https://acapt.org/docs/default-source/motions/2024-motions/2404-2405---institutional-associate-provisional-members.pdf?sfvrsn=721096d8_0)  
*Should you wish to make an amendment to an existing motion, please contact the [Reference Committee liaison](#) to your program in advance of the Business Meeting.*
7. Introduction of New Board Members
8. New business (if approved)
9. Elections 2025 schedule, positions, and application – Nominating Committee
10. CAPTE update
11. PT PAC
12. Foundation for Physical Therapy Research
13. Adjournment of Business Meeting
14. 10-year anniversary celebration! – Kimberly Varnado  
*Will immediately follow the business meeting*

# ACAPT Rules for the Business Meeting

## **Eligibility to Speak and Vote:**

All ACAPT Representatives, or their designee, and academic and clinical faculty from member institutions members may speak; attendees who are not members of ACAPT must receive permission of the Representatives to speak. Only ACAPT Representatives, or their designee, may vote.

[ACAPT has a policy of strict compliance with all applicable antitrust laws](#) which apply, not only to formal meetings and calls, but also to any discussions on breaks, in informal settings, or at any other time. The antitrust laws prohibit competitors (including ACAPT members) from engaging in actions that could result in an unreasonable restraint of trade. As such, ACAPT members must avoid discussing certain topics when they are together, meeting virtually, or at any other time during which they are participating in a ACAPT-hosted event or forum of any sort. These topics include but are not limited to prices and fees (such as tuition), pricing strategies, discounts and promotions, wages, costs, market allocation, group boycotts, and *output reductions*. With respect to output restrictions, any discussion about the need or rationale for reducing the number of current or future PT academic programs is strictly prohibited. All participants are encouraged to remind each other of this policy. During formal events at the annual meeting, the presiding officer shall rule the member speaking out of order. Representatives may rise to a point of order if they feel comments or debate are not in compliance with the policy.

## **Conduct of the Meeting:**

All members, whether attending the meeting in person or virtually, who wish to speak shall seek recognition of the chair and give his/her name and institution. Attendees shall approach a microphone in the room. Preference shall be given to Member Institution Representatives.

A timekeeper shall be appointed by the Chair.

No member may speak longer than three minutes at one time on any one question, nor speak a second time if anyone else wishes to speak for the first time.

A member may speak for a third time, on any one question, only with the consent of the Chair or upon a two-thirds vote of the members present and voting.

In debate members must limit their remarks to the merits of a question.

The rules contained in the current edition of *Robert's Rules of Order Newly Revised* shall govern ACAPT in all cases to which the rules are applicable and in which the rules are not inconsistent with ACAPT bylaws, standing rules, or any special rules of order adopted by ACAPT.