

1 **Bylaws of American Council of Academic Physical Therapy**

2 Adopted March 2014

3 Amended October 2015

4 Amended October 2016

5 Amended October 2017

6 Amended October 2018

7 Amended May 2023

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9 **Article I. Name and Relationship to American Physical Therapy Association**

10 The American Council of Academic Physical Therapy, hereinafter referred to as ACAPT,
11 shall be an institutional group of the American Physical Therapy Association, hereinafter
12 referred to as the Association.

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14 **Article II: Purpose**

15 The purposes of ACAPT are:

- 16 A) To develop, implement and assess new and innovative models for curricula, clinical
17 education, teaching/learning, scholarship/research, mentoring, and leadership in physical
18 therapist education;
- 19 B) To provide mechanisms for active and ongoing involvement of physical therapist
20 educators and researchers to promote quality physical therapist education standards at the
21 institutional and national levels;
- 22 C) To promote academic physical therapist education through collaboration with
23 organizations and institutions that represent health professional education; and
- 24 D) To provide resources, mentorship and leadership to those seeking change and
25 improvement in academic programs/departments/schools associated with physical
26 therapist education.

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29 **Article III. Membership**

30 **Section 1: Categories and Qualification of Members**

31 ACAPT shall have members in the categories set forth below:

32 A) Member Institutions

33 1) Institutions of higher education located in the United States of America with a
34 physical therapist education program that is accredited by the Commission on
35 Accreditation in Physical Therapy Education (CAPTE) and pays the annual dues to
36 ACAPT shall be Member Institutions of ACAPT.

37 2) Member Institutions shall be represented by ~~one program director or~~ one full-time
38 core academic faculty member (as defined by CAPTE) in the program as designated
39 by the program director (hereinafter referred to as the Representative.)

40 2i) Member Institutions shall identify their Representative each year at the time dues
41 are paid.

42 2ii) Member Institutions with more than one separately accredited physical therapist
43 education program may have one Representative for each of those accredited
44 physical therapist education programs.

45 2iii) Each Representative from any Member Institution must be a member in good
46 standing of the Association.

47 2iv) The Member Institution may change their Representative by written notice at
48 any time to the American Council of Academic Physical Therapy (ACAPT).

49 3) Academic and clinical education faculty (as defined by the Physical Therapy Clinical
50 Education Glossary) of a Member Institution shall have access to ACAPT resources
51 as determined by the Board.

52 ~~2iv)~~ —

53 ~~B) Individual Members~~

54 ~~1) A faculty member or clinical affiliate of a Member Institution who has been~~
55 ~~confirmed through the Member Institution's Representative shall be admitted to~~
56 ~~membership as an Individual Member.~~

57 ~~Individual Members shall be required to be members of the Association.~~

58 **Section 2: Rights of Representatives of Member Institutions and Individual Members**

59 A) Representatives of Member Institutions shall have the following rights:

60 1) To attend all ACAPT business meetings

61 2) To speak and debate

62 3) To make, co-sponsor, and second motions

63 4) To vote

64 5) To hold office

65 6) To designate ~~an Individual Member~~ an individual from the academic faculty of the
66 Member Institution with authority to act according to the above rights on behalf of the
67 Representative in his or her absence

68 i) Delegation of the authority of the Representative of a Member Institution to an
69 individual from the academic faculty ~~Individual Member~~ from the same institution
70 must be submitted in writing to ACAPT by the Representative of the Member
71 Institution (or, in extenuating circumstances, by an administrative representative
72 of the Member Institution) at least 1 week in advance of exercising a Member
73 Institution's right to representation or hand-carried by the individual from
74 academic faculty ~~Individual Member~~ into a business meeting and presented to the
75 Secretary prior to the start of the meeting.

76 B) ~~Individual Members~~ Academic and clinical education faculty from Member Institutions

77 shall have the following rights:

- 78 1) To attend all ACAPT business meetings
- 79 2) To speak and debate
- 80 3) To make motions that are co-sponsored by the Member Institution's Representative
- 81 4) To serve in appointed positions

82 ~~To be elected to a leadership position of a Consortium~~

83 **Section 3: Application for and Admission to Membership**

84 A) Membership Institutions: Payment of ACAPT dues by Member Institutions shall
85 constitute application for and admission to membership.

86 ~~B) Individual Membership: A faculty member or clinical affiliate of a Member Institution
87 who has been confirmed through the Member Institution's Representative shall be
88 admitted to membership.~~

89 **Section 4: Good Standing**

90 Member Institutions ~~or an Individual Member~~ in good standing shall be entitled to all rights
91 and privileges as outlined in these Bylaws.

92 A) Member Institutions are in good standing within the meaning of these Bylaws if they:

- 93 1) Make timely payments of all ACAPT dues
- 94 2) Maintain accreditation through CAPTE

95 ~~B) Individual Members:~~

96 ~~1) An Individual Member is in good standing within the meaning of these Bylaws if the
97 member is in good standing with the Association and is a faculty member or clinical
98 affiliate confirmed by the Representative of a Member Institution.~~

99 **Section 5: Disciplinary Action**

100 A) Member Institutions:

- 101 1) A Member Institution whose dues have not been received by forty five (45) calendar
102 days before the Annual Meeting shall be considered to be in arrears and its

103 membership rights shall be suspended. If the dues are not received within fourteen
104 (14) calendar days before the Annual Meeting, the membership shall be automatically
105 revoked and the membership rights of the institution shall terminate.

106 2) If a Member Institution no longer has a program accredited by CAPTE then the
107 institution shall cease to be a Member Institution of ACAPT and its membership
108 rights shall terminate. If one of the separately accredited programs of a Member
109 Institution with more than one such program is no longer accredited by CAPTE then
110 the Representative associated with that program shall cease to be a Representative and
111 may not exercise any membership rights on behalf of the Member Institution.

112 B) ~~Individual Members:~~

113 1) ~~Academic or clinical education faculty of a Member Institution Any Individual~~
114 ~~Member of ACAPT~~ who ~~is~~ are suspended or expelled by the Association and/or
115 Member Institution shall automatically have ~~his or her~~ their membership rights
116 suspended in ACAPT.

117 **Section 6: Reinstatement**

118 ~~A) Member Institutions~~

119 ~~2)1)~~ _____ a Member Institution whose membership has been revoked due to nonpayment
120 of dues may be readmitted upon payment of dues.

121 ~~3)2)~~ _____ a Member Institution whose membership has terminated due to loss of
122 accreditation may reapply for admission if “Accreditation” status is reinstated.

123 ~~A) Individual Members~~

124 ~~5)3)~~ _____ ~~Any former~~ Academic or clinical education faculty of a Member Institution
125 ~~Individual Member of ACAPT~~ who ~~is~~ are in good standing in the Member Institution
126 may be reinstated to ACAPT ~~Individual Membership if that person meets the~~
127 ~~requirements for Individual Membership.~~

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Article IV. Meetings and Authority of the Representatives

Section 1: Annual Meeting

A) An Annual Meeting of the Member Institutions shall be held for the purpose of conducting ACAPT’s business and other activities in accordance with the purposes of ACAPT. At the Annual Meeting, or at any special meeting, the Representatives, or the Representative’s designee, shall have the power to:

- 1) Amend or repeal these Bylaws;
- 2) Enact policies of ACAPT;
- 3) Approve all resolutions and statements of opinion in the name of ACAPT.

The Annual Meeting shall be held once per year on a day as determined by the Board of Directors.

B) Motions

- 1) Proposed motions shall be submitted to ACAPT’s Board of Directors no later than two months prior to the date of the Annual Meeting.
- 2) Motions that do not meet this two-month requirement may be considered at the Annual Meeting upon a vote of 2/3 of those Representatives present and voting. The Board of Directors shall make motions available to the Representatives no later than 30 days prior to the date of the Annual Meeting. Last minute motions shall be distributed to all Representatives at the start of a meeting.

C) Eligibility to Speak and Vote

- 1) All Representatives, or their designee, and ~~academic faculty Individual Members~~ may speak; attendees who are not members of the ACAPT must receive permission of the Representatives to speak. Only Representatives, or their designee, may vote.

~~**D) Conduct of the Meeting**~~

- ~~1) Anyone wishing to speak shall rise, address the Chair, wait to be recognized, and give his/her name and institution. If a microphone is available, speakers will be recognized in the order of their lining up at the microphone.~~
- ~~2) No one may speak longer than three minutes at one time on any one question, nor more than once until all who wish to speak have been heard.~~
- ~~3) Anyone may speak for a third time, on any one question, only with the consent of the Chair or upon a majority vote of the members present and voting.~~
- ~~4) A timekeeper shall be appointed by the Chair of the meeting.~~
- ~~5) In debate members must limit their remarks to the merits of a question.~~
- ~~6) All questions of order or appeal shall be decided by a majority voice or standing vote of Representatives present and voting.~~
- ~~7) In the event a designated Representative is unable to attend the Annual Meeting, the institution may delegate the authority to an Individual Member from the same institution in accordance with Article III, Section 2.A.6.i. The alternate must be an APTA member within the institution in accordance with Article III, Section 1.A.2 for being a Representative established by the ACAPT.~~
- ~~8) Representatives must register no later than 1 week prior to the Annual Meeting in order to establish if a quorum is present. Staff will issue each designated Representative the appropriate voting mechanism for the Annual Meeting.~~

Section 2: Special Meeting(s)

The Board of Directors may call a special meeting of the Representatives of Member Institutions, and the Board of Directors shall call a special meeting upon receipt of written petitions from Representatives representing at least 50% of the Member Institutions.

Section 3: Meeting Notice

177 Written notification of the time and place of a meeting shall be sent to all Member Institution
178 Representatives at least 30 days before the scheduled meeting.

179 **Section 4: Quorum**

180 A quorum shall consist of Representatives representing 50% of the total number of the
181 Member Institutions in good standing.

182 **Section 5: Minutes**

183 The Board of Directors shall appoint a committee to correct and approve the Annual Meeting
184 minutes. The committee to approve the minutes shall consist of two board members and one
185 member at large. The committee shall be appointed in advance of the annual meeting and
186 complete their work no later than 45 days after the annual meeting.

187 All approved meeting minutes shall be (a) submitted to all Representatives of ACAPT as well
188 as the Association and (b) posted to the ACAPT website within 45 days of the date of the
189 meeting.

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191 **Article V. Officers, Board of Directors, Executive Committee**

192 **Section 1: Composition**

193 A) The Board of Directors of ACAPT shall consist of the President, Vice-President,
194 Secretary, Treasurer, and five at large Directors.

195 B) The Executive Committee of ACAPT shall consist of the President, Vice-President,
196 Secretary, Treasurer, and one of the at large Directors who shall be selected annually by
197 the at large Directors at the first meeting of the Board of Directors following their
198 installation as officers.

199 **Section 2: ~~Qualifications~~Eligibility**

200 Only the Representatives of Member Institutions are eligible to serve on the Board of
201 Directors.

202 **Section 3: Officers**

203 The Officers of ACAPT shall consist of the President, Vice-President, Secretary, and
204 Treasurer.

205 A) President

206 1) The President shall preside at all meetings of the Board of Directors and Executive
207 Committee.

208 2) The President, or a person designated by the President, shall be the spokesperson for
209 ACAPT.

210 3) The President shall submit to ACAPT members an annual written report of the
211 activities of ACAPT at the Annual Meeting.

212 ~~3)4)~~ The President shall perform all other duties assigned to them by the Board of
213 Directors.

214 B) Vice-President

215 1) The Vice President shall preside at all meetings of the Representatives of Member
216 Institutions.

217 2) The Vice-President shall assume the duties of the President if the President is absent
218 or incapacitated.

219 3) In the event of a vacancy in the office of the President, the Vice-President shall
220 succeed to the Presidency for the unexpired remainder of the term and the office of
221 Vice-President shall be declared vacant.

222 ~~3)4)~~ The Vice-President shall perform all other duties regularly expected of such
223 office and those assigned by the Board of Directors or the President.

224 C) Secretary

- 225 1) The Secretary shall be responsible for keeping and distributing the minutes of all
226 meetings of the Representatives, the Executive Committee, and the Board of
227 Directors.
- 228 2) The Secretary shall be responsible for all notices to members of ACAPT.
- 229 3) The Secretary shall maintain records of all official actions of the Representatives, the
230 Board of Directors, and the Executive Committee.

231 ~~3)4)~~ The Secretary shall, in general, perform all of the duties customary to the
232 office of Secretary and such other duties as may from time to time be assigned by the
233 President or the Board of Directors.

234 D) Treasurer

- 235 1) The Treasurer shall be responsible for presenting the annual budget to the Board of
236 Directors, maintaining complete and accurate financial records, and providing a
237 written financial report at the Annual Meeting of ACAPT.
- 238 2) The Treasurer shall serve as the Chair of the Finance Committee of ACAPT.
- 239 3) The Treasurer shall provide for an audit of the financial records of ACAPT at least
240 annually.
- 241 4) The Treasurer shall provide required financial reports to the Association.
- 242 5) The Treasurer shall provide financial reports to the Board of Directors at least
243 quarterly or upon request by the Board.
- 244 6) The Treasurer shall keep accurate records of all receipts and disbursements related to
245 the workings of ACAPT.

246 ~~6)7)~~ The Treasurer shall, in general, perform all of the duties customary to the
247 office of Treasurer and such other duties as may from time to time be assigned by the
248 President or the Board of Directors.

249 **Section 4: Tenure**

- 250 A) Members of the Board of Directors shall assume office at the close of business at the
251 Annual Meeting of the Member Institutions in the year in which they are elected.
- 252 B) The term of office of each member of the Board of Directors shall be for three years or
253 until a successor is elected and takes office.
- 254 C) No person shall serve more than two complete consecutive terms on the Board of
255 Directors or more than 2 complete consecutive terms in the same office. A member who
256 has completed their terms of office is eligible to run again after taking off at least one
257 election cycle.
- 258 D) A complete term for a member of the Board of Directors shall be defined as 3 years.
- 259 E) Vacancies: Except for the position of President, if a vacancy occurs on the Board of
260 Directors within the first year of a 3-year term and at least two months before the Annual
261 Meeting, the Nominating Committee shall select a candidate(s) for election at the next
262 Annual Meeting, and the person elected at that Meeting shall serve the remainder of the
263 term. If any other vacancy occurs, the Board of Directors shall fill the vacancy by
264 appointing a person to serve for the remainder of the term. When less than one half a term
265 remains, the appointed individual shall be eligible to be elected to two additional terms.

266 **Section 5: Duties**

- 267 A) The Board of Directors shall:
- 268 1) Carry out the mandates and policies of ACAPT. Between Annual Meetings the Board
269 of Directors may make and enforce such policy on behalf of ACAPT as is not
270 inconsistent with the mandates and policies determined by ACAPT.
- 271 2) Foster the growth and development of ACAPT.
- 272 3) Direct all business and financial affairs of ACAPT, including approving an annual
273 budget.

274 4) Be responsible for creation, appointment, purposes and activities of such committees
275 as it deems necessary.

276 ~~5) Be responsible for the creation of and facilitation of activities of consortia as it deems~~
277 ~~necessary.~~

278 ~~6)5)~~ Be responsible for the program, time, and place of the Annual Meeting of
279 ACAPT.

280 ~~7)6)~~ Be responsible for development and maintenance of procedural documents
281 related to these Bylaws.

282 ~~8)7)~~ Review and revise existing ACAPT policies, and the Bylaws, for consistency
283 of intent and language with such policies as may be adopted from time to time by
284 ACAPT.

285 B) Executive Committee

286 The Executive Committee may act in lieu of the Board of Directors between meetings
287 of the Board of Directors, and shall report its actions at the next meeting of the Board.

288 **Section 6: Conduct of Business**

289 A) Board of Directors

290 The Board of Directors shall meet not less than twice a year. A majority of the members
291 of the Board shall constitute a quorum. The President may call a special meeting of the
292 Board of Directors and must call a special meeting on written request of a majority of the
293 members of the Board.

294 B) Executive Committee

295 The Executive Committee shall meet not less than twice a year and shall exercise the
296 power of the Board of Directors between its meetings. A majority of the Executive
297 Committee members shall constitute a quorum.

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299 **Article VI. Committees**

300 The following will be Standing Committees of ACAPT:

301 **Section 1: Finance Committee**

302 A) The Finance Committee shall consist of the Treasurer and at least two other ~~members~~
303 individuals who are academic or clinical education faculty of a Member Institution
304 appointed by the ACAPT Board of Directors. ~~The members~~ Those appointed by the
305 ACAPT Board of Directors shall serve a term of 3 years. In each year in which the
306 Treasurer is not elected, the Board of Directors shall appoint at least one member.

307 B) The Finance Committee shall advise the Board of Directors on matters pertaining to
308 ACAPT's financial needs, growth, and stability based on periodic review of income,
309 expenditures, and investments.

310 C) The Finance Committee shall present an annual budget to the Board of Directors.

311 D) The Finance Committee shall be the point of contact and meet at least annually with
312 ACAPT's independent auditors to discuss the annual audit. The Finance Committee shall
313 advise the Board of Directors of any irregularities or material findings that arise from the
314 independent audit or other sources.

315 **Section 2: Nominating Committee**

316 A) The Nominating Committee, elected by the Representatives, shall consist of three
317 ~~Representatives~~ individuals who are academic faculty of Member Institutions.

318 B) Members of the Nominating Committee shall serve a three year term or until their
319 successors are elected. The term of one member shall expire each year. No member shall
320 be elected to successive complete terms.

321 C) Members of the Nominating Committee shall assume office at the Annual Meeting of the
322 Representatives of the Member Institutions in the year in which they are elected.

323 D) The Chair shall be elected annually by the Nominating Committee.

324 E) Vacancies on the Nominating Committee shall be filled by appointment by the Board of
325 Directors until the next Annual Meeting of ACAPT, when an election will be held to fill
326 the unexpired portion of the term.

327 F) The Nominating Committee shall, in addition to the duties otherwise directed by the
328 Board of Directors or Member Institutions:

329 1) Provide a slate of candidates for each position from those consenting to serve. This
330 slate of candidates shall be published and made available to Representatives as soon
331 as available, but no later than two months before the Annual Meeting.

332 2) Foster activities that maintain and promote a pool of qualified nominees.

333 **Section 3: Reference Committee**

334 A) The Reference Committee shall consist of three ~~Representatives~~ individuals who are
335 academic or clinical education faculty of a Member Institution appointed by the Board of
336 Directors, and the Vice-President, who shall serve as an *ex officio* member of the
337 Reference Committee.

338 B) ~~Each member~~ Members of the Reference Committee other than the Vice-President shall
339 serve a three year term with at least one new member appointed no later than November
340 1 of each year.

341

342 **Article VII: Elections and Voting**

343 The Representatives shall elect the members of the Board of Directors and a members of the
344 Nominating Committee. Elections shall be conducted online or in such other manner as the
345 Board of Directors may provide. Elections shall be conducted each year in advance of the
346 Annual Meeting, at such time as the Board of Directors may provide.

347 On petition of at least 5 Member Institutions, a qualified consenting member shall be placed
348 in nomination for a position as an officer, director, or as a member of the Nominating

349 Committee to serve as a nomination by petition. Such a petition must be filed with the
350 Secretary no later than 14 days after the list of candidates prepared by the Nominating
351 Committee has been distributed to members. A candidate nominated by petition shall be
352 afforded similar opportunities for publication of candidacy to the membership as those
353 afforded a candidate nominated by the Nominating Committee.

354

355 **Article VIII: Finance**

356 **Section 1: Fiscal Year**

357 The fiscal year of ACAPT shall be January 1 through December 31.

358 **Section 2: Expenditures**

359 A) Individuals and committees

360 1) No officer, director, employee, committee member, or committee shall expend any
361 funds not established in the adopted budget, nor expend any money in excess of the
362 adopted budget, unless expressly authorized by the Board of Directors.

363 ~~1)~~ B) Board of Directors and Executive Committee

364 ~~1)2)~~ _____ Neither the Board of Directors nor the Executive Committee shall commit
365 ACAPT to any financial obligations in excess of its current financial resources.

366 **Section 3: Dues. Membership dues shall be as follows:**

367 A) Member Institutions

368 1) Annual dues for each separately accredited program shall be established by the
369 ACAPT Board of Directors.

370 B) Pro-rated

371 1) Institutions of higher education located in the United States of America with a
372 physical therapist education program that obtain initial accreditation from CAPTE in

373 the Fall may pay half of the established Annual dues January 1 - June 30 following
374 their initial accreditation.

375 ~~C) Individual Members~~

376 ~~0) Individual Members shall not pay dues.~~

377 ~~E)C) Dues Changes~~

378 ~~4) 2) All dues changes must be approved by the Board of Directors~~

379 ~~F) C) Assessments~~

380 1) ACAPT may impose assessments on Member Institutions to preserve the solvency of
381 ACAPT.

382 **Section 4: Audits and Financial Reports**

383 ACAPT shall submit its annual audits, financial statements, and tax returns to the Association
384 as directed by the Association.

385

386 ~~Article IX. Consortia~~ Article IX. Institutes

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388 Section 1. Definition

389 There shall be four (4) Institutes:

390 • Academic Advancement

391 • Teaching & Learning

392 • Scholarly Inquiry

393 • Community Engagement

394 Each institute shall have a chair and vice chair elected by the Representatives to coordinate
395 its activities. The chair and vice chair shall be an academic or clinical education faculty in
396 good standing of a Member Institution. The term shall be for one year, and shall commence
397 at the close of the Annual Meeting of the Representatives of the Member Institutions in the
398 year in which elected. Following completion of a term as vice chair, the vice chair shall

399 automatically assume the position of chair. No member shall be elected to successive
400 complete terms.

401 **Proviso:** The inaugural Chair will serve a term of two years and the inaugural Vice Chair
402 will serve a total of three years, two (2) as Vice Chair and (one) as Chair. Successive
403 elections shall be only for the Vice Chair position.

404
405 A. The Institute of Academic Advancement shall support and promote institutional
406 characteristics that reflect an intentional pursuit of excellence. This Institute will
407 encourage institutional programmatic and clinical development; foster leadership
408 excellence; advance diversity, equity, and inclusion; and facilitate programmatic
409 innovation.

410 B. The Institute of Teaching & Learning shall support and promote curricular
411 attributes that ensure outcomes of educational excellence. This Institute will help to
412 encourage institutional educational excellence; facilitate excellence in clinical
413 education; foster curricular innovation; advance educational technology; and integrate
414 professional formation.

415 C. The Institute of Scholarly Inquiry shall cultivate a culture of scholarship and
416 research and ongoing assessment of outcomes in academic programs. This Institute will
417 support scientific research to grow the profession; encourage implementation of
418 discoveries into practice and education; develop best practices for scientific,
419 educational, and community-based research; cultivate research leadership and bolster
420 educational preparation through research outcomes.

421 D. The Institute of Community Engagement shall support and promote community
422 and stakeholder engagement in the shared pursuit of excellence. This Institute will
423 promote educational and clinical partnerships; engage in societal health and wellness;
424 and enhance engagement across healthcare disciplines.

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Section 23. Membership and Terms Vacancies

~~The chair and vice chair shall be a faculty or clinical affiliate in good standing of a Member Institution.~~

~~The chair and vice chair shall assume office at the Annual Meeting of the Representatives of the Member Institutions in the year in which they are elected.~~

~~Vacancies in the position of chair or vice chair shall be filled by appointment by the Board of Directors to fill the unexpired portion of the term.~~

~~I. The Member Institutions may establish consortia following these procedures:~~

~~1) At least 5 Representatives of Member Institutions shall complete the “Application to Form a Consortium” and submit it to the ACAPT. See ACAPT Procedures for the Establishment and Operations of a Consortium.~~

~~2) ACAPT’s Executive Committee shall review the Application and will either approve it for consideration by the full ACAPT Board, ask for further clarification and then submit it to the full ACAPT Board for consideration, or deny the formation of the Consortium.~~

~~3) Applications approved by ACAPT’S Executive Committee shall be considered by the ACAPT Board at its next meeting for approval or rejection.~~

~~4) Applications that have been denied by ACAPT’s Executive Committee may be appealed to the ACAPT Board by five or more Institutional Member representatives who submitted the Application.~~

~~H. Consortia are comprised of Individual Members. Any additional criteria for membership shall be set out in the Procedures for the Establishment and Operations of a Consortium.~~

~~III. The role of the consortium is to provide a forum for Individual Members of Member Institutions of the physical therapist education community to gather and disseminate information relative to a specific area of shared interest and to have a line of communication within the ACAPT, particularly with the Board of Directors.~~

452 ~~IV. A consortium does not hold voting privileges within the ACAPT. Consortia shall operate~~
453 ~~under procedures, and any amendments thereto, which have been approved by the~~
454 ~~ACAPT Board.~~

455 ~~V. Dissolution of a Consortium~~

456 ~~The Board may dissolve a Consortium for cause by a vote of 2/3 of the members of the~~
457 ~~Board. In the event that a Consortium is dissolved, all property, records, and residual~~
458 ~~funds, after payment of bona fide debts, shall be transferred to the ACAPT.~~

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460 **Article X. Dissolution**

461 A) The Member Institutions, through their Representatives, shall be entitled to vote on any
462 proposal to dissolve ACAPT, which may be dissolved in accordance with § 13.1-902 of
463 the Virginia Nonstock Corporation Act.

464 B) All property and records of whatsoever nature in the possession of ACAPT shall be
465 distributed in accordance with § 13.1-907(A)(1-3) of the Virginia Nonstock Corporation
466 Act, and thereafter after payment of all bona fide debts, the remaining property and
467 records shall be turned over to the Association.

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469 **Article XI. Parliamentary Authority**

470 The rules contained in the ~~twelfth current~~ edition of *Robert's Rules of Order Newly Revised*
471 govern ACAPT in all cases to which such rules are applicable and in which such rules are
472 consistent with these Bylaws and any special rules of order adopted by ACAPT.

473

474 **Article XII. Amendments**

475 A) The Bylaws may be amended at any ~~Annual Meeting~~business meeting of ACAPT at
476 which there is a quorum present by two-thirds of those present and voting.

477 ~~B)~~ Notification of a proposed amendment shall be given to the Member Institutions at least
478 30 days prior to ~~the Annual Meeting~~ a business meeting.

479

480 **Article XIII. Association as Higher Authority**

481 In addition to these Bylaws, ACAPT is governed by the Association's Bylaws and standing
482 rules, and by the Association's House of Delegates and Board of Director policies.

483