

# ACAPT Board Meeting

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***December 1, 2016, 8:00-9:30 AM (eastern)***

## ***MINUTES***

**In attendance:** Barb Sanders, Mark Reinking, Zoher Kapasi, Jim Farris, Pam Levangie, Mike Sheldon, Nancy Reese, Bob Rowe, Scott Ward, and Sandy Rossi.

**Absent:** Rick Segal,

### **MINUTES**

- Approval of November 3, 2016 Board Meeting minutes. APPROVED

### **CONSENT**

- Contracts for future ELC meetings sites to be signed on December 1 afternoon. Hotels chosen based on accommodating estimated growth in future meetings.

### **REPORTS**

- Treasurer's report
  - For 2016 budget:
    - we are ahead by \$200K in assets compared to last year
    - ahead on dues by \$25-\$26K from what we budgeted
    - operating revenue – in excess this year. However, ELC numbers are not plugged in yet
    - Overall: we are in good shape
  - Term Dates for Finance Committee members: None at present. Finance committee members will be requested to come back with a proposal on how they would like to roll off the committee. The board will consider their proposal under advisement
  - Oral History: \$7,250 in costs projected for audio recordings of history from 8 people and the costs includes payments to Volk media and the consultant on the project, Susie Deusinger
  - FY 2017 draft budget:
    - Currently projected at a deficit of \$26K.
    - Deficit includes \$10K in costs for Education Research Task Force to meet at APTA for a day and half face to face meeting to craft vision and agenda for next steps
    - Board approved the budget with current projected deficit of \$26K

### **DISCUSSION**

- Winter/Spring board meeting dates and times
  - Save the 1<sup>st</sup> Thursday of each month, 8:30-10:00am EST for our calls, starting Jan. 5, 2017-  
Approved
- Steering Committee discussion recap –
  - Henceforth to be referred to as ELP (Education Leadership Partnership)
  - Logistical issues were discussed at the last meeting to move the different groups forward

- Costs to migrate RIPPT's information on OSU website to ACAPT website: \$2,760 approved by the board and to be added to the current budget of 2016
- FASHP membership: Federation of Association of School of Health Professions:
  - APTA to represent until December 2017 with transition to ACAPT in December of 2017. Barb Sanders will confirm this in writing with APTA president Sharon Dunn
  - Sandy Rossi, Executive Director of ACAPT will accompany Steven Chesbro, Vice President of Education for APTA for all meetings until December 2017
- Elections:
  - Approved to move them earlier by at least one month.
  - Sandy will work with nominating committee and consortia chairs on an ideal time earlier in summer when elections can be held. The earlier time frame will allow proper orientation of new board members, making plans for their travel to ELC and attend board meetings as member-elect for orientation purposes.
- Liaison arrangements:
  - Review current liaison list and identify changes needed, new assignments, etc. –deferred until face to face meeting of board in February 2017. However, Jim Farris will serve as liaison to the EPiC group in lieu of Zohar Kapasi effective immediately.
  - Jim to serve as liaison to Student Honor Society.
    - Jim will work with Eric and Jeff Konin of the communications committee to send out a call for volunteers for this task force.
  - Consider whether ACAPT's Liaison structure should be reconfigured, whether non-members of ACAPT can be consortia members and what charges from the Board can be directed toward consortia for action? –deferred for face to face meeting of the board in February 2017
  - Develop a task force to identify key external groups for alliance with ACAPT and strategies for initial and continuing connection with these groups –deferred for face to face meeting of the board in February 2017
- Member logo sample and draft policy:
  - Sandy to revise policy targeted mainly towards use for website by institutions
- Additional Items:
  - Sandy to work on a proposal to create an interface for faculty and clinician partners of institutional members to sign up on our website to receive communication and select consortia they want to participate.
  - Jim Farris will advise the EPiC group to not plan for ELC preconference until at least the Education Research Task force has met in late January 2017 to come up with a comprehensive agenda on moving forward on the initiatives related to Education Research.