



# AMERICAN COUNCIL OF ACADEMIC PHYSICAL THERAPY

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## BUSINESS MEETING

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*October 2, 2015 ♦ 1:30 - 5:00 PM*

Hyatt Regency, Baltimore, Room Constellation AB

Presiding Officer: Zoher Kapasi,  
Secretary: Stephanie Kelly, PT, PhD  
Parliamentarian: John Stackpole  
Timekeeper: Sandy Rossi  
Meeting called to order at 1:30pm

### **BUSINESS MEETING**

Introduction of ACAPT Board of Directors and recognition of guests

Establishment of a quorum: With 208 members in good standing at the time of the meeting, quorum is 139. 145 vote cards were issued to ACAPT representatives who were present at the meeting, so quorum was established.

Committee for approval of the minutes: Two board members Michael Sheldon, Rick Segal, and a representative member, Mary Shall were named.

**PASSED:** Meeting minutes from Oct. 10<sup>th</sup>, 2014 Business Meeting ATTACHMENT 1

**Adopted by Consent:** The consent agenda including the FSBPT Report (ATTACHMENT 2) and CAPTE Report (ATTACHMENT 3) was adopted.

### **Reports:**

PT PAC presentation – Scott Ward presented activities and accomplishments of PT-PAC and encouraged member participation.

State of ACAPT: President's report – Barb Sanders, ACAPT President reported on ACAPT's activities over the past year. Provided an overview of ACAPT's work with APTA on the Benchmarks for Excellence Task Force and the Best Practice in Clinical Education Task Force to be formed in the near future. Membership stands at 97% of accredited PT programs. Accomplishments this past year were using the mission, vision, strategic plan

to guide our activities and resources along with the principles of communication, cooperation and collaboration.

Treasurers report - ATTACHMENT 4 Nancy Reese presented information on current budget status and proposed 2016 draft budget

- i. 2015 year-to-date results as of July 31, 2015 – shared information about current overall expenses.
- ii. 2016 draft budget overview – shared information about proposed budget. Pointed out that ELC will have a larger portion of the budget than in the past.
- iii. Expense to Revenue comparison, 2015-2016 – Revenue is mostly dues with some from ELC registration and sponsorships. 1% is contributions from interest and dividends. There is more revenue than expense by about \$80 K.

Post Summit Report – ATTACHMENT 5 – Stephanie Kelly presented a summary of current and proposed Clinical Education Summit follow-up activities.

Benchmarks Task Force presentation – Peter Altenberger presented an update on activities of the Benchmark Task Force. Reviewed history of the task force, development of the tool entitled the Physical Therapy Measure of Educational Program Quality, which is based on the Engagement Theory. Beta testing occurred in 2013-14. Full implementation in 2015 with phase 1 beginning in April – August 2015. Phase 2 is running Sept – December 2015. Both sets will be aggregated for a full report of results. The committee is now working to develop an interactive program portal that will allow participating programs to interact and explore and revise their program data. A full report that includes screen shots of this interactive portal can be found on the ACAPT website. Programs who did not report during Phase I can still do so – contact Peter Altenberger directly for access. The task force is still trying to develop a way to use data to develop benchmarks. The goal is to be finished by 2018

**Review of the Standing Rules:** The standing rules for the meeting were reviewed.

## **Motions**

**AC-1-15: Proposed bylaws revisions - Proposed by Meryl Gersh, Eastern Washington University on behalf of the Nominating Committee**

**PASSED**

**AC-1-15 FINAL APPROVED MOTION**

Article V. Officers, Board of Directors, Executive Committee Section 4: Tenure

Vacancies: Except for the position of President, if a vacancy occurs on the Board of Directors within the first year of a 3-year term and at least two months before the Annual Meeting, the Nominating Committee shall select a candidate(s) for election at the next Annual Meeting, and the person elected at that Meeting shall serve the remainder of the term. If any other vacancy occurs, the Board of Directors shall fill the vacancy by appointing a person to serve for the remainder of the term. The appointed individual shall be eligible to be elected to two additional terms.

**AC-2-15: Early Assurance BS/DPT Program Consortium Motion proposed by Diane Heislein, Boston University, on behalf of the Early Assurance Consortia**

**PASSED**

Amendment 1: DEFEATED - substitute “pre-baccalaureate” for “high school”

**AC-2-15 FINAL APPROVED MOTION**

That the following be adopted:

The preferred terminology to describe DPT programs that offer early admission status for selected high school students into a combined BS/DPT program is Early Assurance.

**AC-3-15: Admissions Task Force Traffic Rules for Programs Motion proposed by Michael Nuciforo of Rosalind Franklin on behalf of the Admissions Traffic Rules Task Force**

**PASSED AS AMENDED**

Motion proposed with modification from preview document. Strike ‘will’ and replace with ‘should’ under item #5. Change made under advice of legal counsel.

Amendment 1: Defeated - Strike #5 in its entirety

Amendment 2: Passed - Strike ‘competing’ and replace ‘another’ and eliminate second sentence so that it would read “Programs should not knowingly accept or enroll applicants who have started classes at another program.”

Amendment 3: Defeated - Strike #2 in its entirety

Amendment 4: Defeated - Replace #2 with "Programs cannot accept a deposit prior to 6 months prior to the start of the program."

### **AC-3-15 FINAL APPROVED MOTION**

1. Programs may begin extending offers of admission on applications deemed complete by the program at any time during the admissions cycle.
2. Programs cannot require a deposit prior to January 15 of the year of enrollment or January 15 of year prior to enrollment for January and February start programs.
3. Programs must indicate to applicants whether deposits are non-refundable, including those voluntarily paid before the deposit deadline.
4. The maximum, cumulative deposit amount an entry-level PT education program may require accepted applicants to pay as a commitment to enroll is \$1,500.
5. Programs should not knowingly accept or enroll applicants who have started classes at another program.

### **AC-4-15: Admissions Task Force Traffic Rules for Applicants Motion**

Motion proposed with modification from preview document. Strike 'will' and replace with 'should' under item #7. Change made under advice of legal counsel.

**PASSED as presented**

### **AC-4-15: FINAL APPROVED MOTION**

1. Each applicant shall comply with the application, acceptance, and admission procedures at each physical therapist education program to which the applicant has applied, including PTCAS rules and requirements, as appropriate.
2. Each applicant shall provide accurate and truthful information in all aspects of the application, acceptance, and admission processes for each physical therapist education program to which the applicant has applied.
3. Each applicant is responsible for the collection and timely submission of all application requirements to each physical therapist education program and PTCAS, as appropriate, by or prior to the established deadline dates.
4. Each applicant shall promptly notify the physical therapist education program and PTCAS, as appropriate, of any changes, permanent or temporary, in contact information.
5. Each applicant shall respond promptly to a physical therapist education program's invitation for interview, as required. Any applicant who cannot appear for a previously scheduled interview should notify the physical therapist education program immediately of the cancellation of the appointment in the manner requested by the program.

6. Applicants holding multiple acceptances are expected to immediately withdraw their application from those programs they are no longer considering attending.
7. Following the start of classes, each student should immediately withdraw his or her application from all other programs at which he or she remains under consideration.

**Presentation of Awards:** Individuals were recognized for past service to the ACAPT Meryl Gersh, Barbara Tschoepe, Kathy Zalewski, Stephanie Kelly, and Zoher Kapasi

**Swearing In Of New Officers** - Mark Reinking, Rick Segal, Nancy Reese, Pam Levangie, Michael Sheldon were sworn into office as ACAPT Board of Directors. Bernadette Williams-York was not present and will be sworn in at a later date.

### **New Business**

**MOTION FROM THE FLOOR:** A motion was made to hear an additional proposed motion entitled Common Set of Expected Outcomes

**PASSED**

**MOTION: That the following be adopted:**

**AC 5-15: Common Set of Expected Outcomes:** ACAPT implement a task force to explore the possibility of a common, standardized set of expected graduate outcomes to be adopted by all programs.

**PASSED**

Amendment 1: DEFEATED - insert language 'to report back to this body in one year' following 'task force' so it would read "ACAPT implement a task force to explore the possibility

**AC 5-15 FINAL APPROVED MOTION:** ACAPT implement a task force to explore the possibility of a common, standardized set of expected graduate outcomes to be adopted by all programs.

**Adjournment:** Meeting was adjourned at 5:00pm