

ACAPT Board Meeting

February 16, 2016, 9:00am-5:00 PM
ACAPT Suite in the Anaheim Marriott

MINUTES

In attendance: Barb Sanders, Mark Reinking, Zoher Kapasi, Nancy Reese, Rick Segal, Gary Chleboun, Pam Levangie, Mike Sheldon, Scott Ward and Sandy Rossi.

In attendance (part of the meeting): Sandra Wise, Marty Hinman, Jim Farris and Mary Blackinton.

Absent: Bob Rowe.

MINUTES

- Approval of January 7, 2016 Board Meeting minutes. APPROVED

CONSENT

- All ratification votes were approved by consent
- Appoint panel volunteers not selected to other Committees-Approved appointment to communications committee

REPORTS

- Treasurer reported-
 - Expenses came under due to less travel because a number of face to face meetings did not occur. We saved on Professional fees because consortia did not spend monies on upgrading websites. Also, some post summit activities did not happen so we did not need the consultants we had allocated in the budget. Thus, our net revenues came in at \$200K (good but potentially troubling). Investments went from 275K to 272K due to unrealized losses. We are under budget and strong financially
 - Action: Show Pie Chart of our Budget on a quarterly basis on our website
 - Action: Revisit Strategic Plan in light of discussion of the Steering Group
 - Action: Include in the BOTW the activities that are going on related to our strategic plan. Good way of reminding people how we are making progress on the strategic plan. Provide links in BOTW to our website for more details. Email our liaisons through a formatted email. Also, provide a way for membership to offer comments related to liaising with external groups
- Implementation of diversity task force report -
 - Action: Review what we feel strongly about and come up with 3-4 actions steps
 - Action: Include holistic admission programming
 - Action: Disseminate to Education Section and Bill Boissonnault
 - Action: BOTW – work with Sandy Rossi to disseminate this to the membership
- ACAPT History Proposal Update -
 - Jason Bellamy cannot do it and did not recommend anyone in particular. He provided useful input on the project
 - Action: Put out an RFP to solicit vendors to get this done. Susie Deusinger is working on the RFP. We are now targeting for recordings at CSM in San Antonio in 2017
 - Action: Budget for this project will be determined based on the RFP

- PTCAS and timeline of admissions traffic rules implementation -
 - Action: ACAPT board formally request PTCAS to process (verify) the applications guaranteed within two weeks of the deadline or move deadline earlier, perhaps by one month (From October 1 to September 1)
 - Action: Discussion at ELC on this as part of our forum

DISCUSSION

- Excellence in Education Task Force Update. Guidance on formation of Graduate Outcomes Task Force, seeking board's recommendation on steps to take for this task force to form and act to meet the objectives approved
 - Action: Develop a charge for this taskforce and then recruit members-Pam Levangie will work with Dianne Jette to develop this charge and work in unison with Benchmark Task Force (probably under 2C of the strategic plan). Timeframe and resources will be determined as well
- APTA/Ed Section/ACAPT joint board meeting. What's next? What we are doing already, aren't doing, could be doing, etc.-
 - Meeting at 6:30 am on Saturday, Feb 20, 2016. Barb and Sandy to attend. The intent of the meeting is to look at the document of Excellence in Education Task Force meeting and work out the details. We should support the clinical members and have a set number we would support, preferably no more than 3. Our representation on the steering committee has to be from board members and have guidelines related to who represents our board. All in favor of the memorandum of understanding and have empowered Barb to move forward
- What is ACAPT's financial position
 - Are we budgeting accurately?
 - Do we have the capacity to get things done
 - Are dues at the right amount?
 - Do we have enough to show our members a return on investment?
 - Action: Do we have consortia aligned with our strategic priorities? Consortia that are aligned with our strategic plan should get more funding. If not, they should be asked to do things on our strategic plan.
 - Action: Our website should have the capacity to be mandatory portal for all workgroups so that we can have everything on the cloud. We can control who can have access.
 - Action: Do we need to make another transfer to our reserves? Dues should remain the same so the likelihood of raising in the future is minimal
 - Action: More test dates from FSBPT
- Moving strategic plan forward
 - Strategic Planning Meeting of the Board set on Wednesday, April 6th with arrival in Atlanta on April 5, 2016. Sandy will investigate a hotel close to Atlanta Airport
- Roundtable liaison meeting. What topics should we be certain to discuss with our members?
 - Action: Topics: Barb will send a list to the Board of Directors for discussion
 - Topics: Holistic Admissions
- CAPTE re-accreditation task force -
 - Marty Hinman and Sandra Wise led the discussion and gave some updates
- ELC update
 - 2015 financial results
 - Profit for ACAPT at ELC Baltimore at \$13K compared to ELC Kansas City at \$52K. Most of the variance can be attributed to increased costs of food and A/V needs in Baltimore compared to Kansas City
 - 2016 planning

- Abstract Submission Deadline (March 14 – April 18), theme of the conference (excellence in PT education) has been agreed with Education Section. Also, consortia have been given more impetus to lead the programming. Sessions on Holistic Admissions, this topic is coming from Diversity Task Force and also Round Table Discussions at the last ELC
- Action: MOU with Education Section regarding finances for ELC. Nancy will work with the Education Section Secretary/Treasurer
- Action: The next BOTW after the CSM should highlight the open window for Abstract submission so folks can start thinking about submission
- Driving Forces in Higher Education: Implication for Physical Therapy Education -
 - Action: Discussion in the Strategic Plan Meeting. Competency based education, MOOCs, SARA etc.
- The Movement System as an Organizing Construct for Physical Therapy Education and Practice: Implications for External Stakeholder -
 - Action: Appoint a workgroup to develop the questions or help inform our representative to frame their input to the APTA Movement System Task Force. Workgroup members: Rick Segal, Gary Chleboun, Pam Levangie, Scott Ward and Mike Sheldon
- Education steering committee update-
 - Meet Gina Mussolino at CSM 2016 on Saturday morning for breakfast
 - Barb Sanders to communicate with Gina and her entire Education section board about the meeting on the communities page.
- Board representative to attend APTA Movement System Task Force Mtg -
 - Action: We need to find out if we can nominate two people. Scott Ward and Mike Sheldon
- Post Panels update -
 - 3 panels have been formed and they are moving forward on their work. Deadline for their work is October 2017. Shawne Soper will coordinate the work of all 3 panels with Mike Sheldon being the point contact for the board and the panels to move the strategic plan forward
 - Action: Distillation of motions in an easy to understand format on our website with a search function
- Board representative to attend APTA Board meeting, April 2016-
 - Action: April 15th and 16th is the board meeting. Mark Reinking will attend
- Planning for NEXT -
 - Board meeting on Wednesday, June 8, beginning at 4:00pm – 10:00 pm with dinner included.
 - We decided not to do open forum followed by a roundtable liaison meeting and reception