

ACAPT Board Meeting

May 5, 2016, 3:00-4:30 PM (eastern)
Minutes

In attendance: Barb Sanders, Mark Reinking, Zoher Kapasi, Nancy Reese, Gary Chleboun, Mike Sheldon, and Sandy Rossi.

Absent: Pam Levangie, Rick Segal, Scott Ward and Bob Rowe

MINUTES

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

CONSENT

- All consent reports were accepted
 - Approval of March 3 Board Meeting minutes. ATTACHMENT 1
 - FASHP update (Mike) ATTACHMENT 2
 - Post-summit panels report (Mike) ATTACHMENT 3
 - Benchmarks TF update (Gary) ATTACHMENT 4
 - Early Assurance BS_DPT Consortium report (Heislein) ATTACHMENT 5
 - Policies & Procedures (Sandy, Gary, Pam, Rick) SEPARATE ATTACHMENT 6
Note – the P&P will be cleaned up for visual consistency
 - Outcomes from CAPTE meeting (Gary) – NEW ATTACHMENT, provided separately
 - *Note: We will not have a conference call on June 2*

REPORTS

- Treasurer's report
 - Motion was made by treasurer to approve recommendation by the Finance Committee to transfer \$100k to investments - APPROVED
 - *APTA's finance department provided a cash flow analysis that confirmed up to \$400k could safely be transferred to investments from our checking account without creating concern for meeting transactions projected through the rest of this year. The Committee prefers that the transfer be for only \$100,000 at this time*

DISCUSSION

- Next steps from strategic planning mtg: *Planning for all of this will be done in October*
 - From Susie –
 - Strategic Priorities (on the website and in an upcoming electronic newsletter)
 - Summary of Board Retreat
 - Revised ACAPT Strategic Plan
 - Proposed communication to members/stakeholders on what we're working on so board has an opportunity to alter the communication. Include list of current outcomes that was part of Susie's powerpoint – *Barb will work on providing something for this*
 - 2016 priorities:
 - *Bring to completion the study that tests engagement as an element of excellence, analyze and publish its results, and develop a menu of options to use benchmarks in the pursuit of excellence; Gary*
 - *Establish a planning committee to design a series of Leadership Development Summits to be launched in 2017 to empower faculty and program leadership to create vision, plan for change, develop resources to support new initiatives, and effect promotion and growth in the academy; Barb/Nancy*
 - *Create a vigorous and comprehensive communication strategy to bolster connectivity among the members of the ACAPT community and between ACAPT and external*

stakeholders that includes the use of new technology, creation of unique interfaces with stakeholders and results in a true culture of shared responsibility and action for the benefit of education in physical therapy. [Communications Committee and their liaisons](#)

- House of Delegates
 - Bylaws change: We should discuss this later at our June meeting if we want to pursue changing the bylaws to have rights like other sections to bring motions etc.
 - Mark was provided some input on the kind of questions that he may have to answer at HOD related to representing ACAPT as a consultant, particularly on the “Student Indebtness Motion”
- Observation Hours Discussion
 - Mike Sheldon will suggest the NCCE group to bring a motion before ACAPT related to observation hours for applicants to DPT programs.
- Movement 2017 international conference at Oxford University in July 2017
 - Our initial assessment indicated that representation at this meeting was not necessary as the focus of the meeting was heavily on science and not on particular policy issues that would impact ACAPT or toward which ACAPT could contribute with its representation.
- Applicants for graduate outcomes task force:
 - Motion to approve the following applicants for the Graduate Outcomes Task Force: Lisa Dorsey, Nannette Hyland, Terry Nordstrom, Shari Rone-Adams and Yasser Salem - APPROVED
- Partnership with the American Kinesiology Association:
 - Motion to establish a partnership with the American Kinesiology Association - tabled for discussion in June
- Diversity Task Force Recommendations and moving forward:
 - This will move forward as part of the Steering Committee as implementation will involve APTA and Education Section
- OpenArc Update (Sandy)
 - Motion to terminate our relationship with OpenArc as our website provider and to secure a contract with Myriad Media and to forgo the RFP process - APPROVED
 - *Myriad is the same company that provides website for www.neuropt.org*
 - *They are a trusted provider highly recommended by Sandy*
 - *They have provided the following estimate*
 - *15,000 to design the ACAPT website*
 - *750 for monthly support & maintenance*
 - *2,699 for a one-time license fee for the content management system called Sitefinity*
 - *To have a new site up within 1 month or less upon approval*
 - *Sandy will secure a contract for executive committee review and, upon approval, signature*
 - *Sandy will communicate with OpenArc, should this motion be approved, to assure a smooth transition and migration of content to Myriad Media*
 - *Note: aside from the benchmarks work budgeted (see below) we have an additional \$40,000 in this year’s budget for website needs and have not yet expended any of this. \$25,000 of this is budgeted just for website design and support*
 - *Please forward any images which may be used on the website. Please assure you have permission to use any images forwarded to Sandy.*
 - Motion to provide additional payment to OpenArc to complete the work for the Benchmarks survey - APPROVED
 - *final cost nominal, but to be determined. This is outlined in the attached report*

- *We already have an agreement in place with OpenArc to do the work for the survey, so this additional amount will assure the survey is delivered and the task force can conduct calls as necessary with OpenArc to complete the work*
- *Note: The current signed agreement for the Benchmarks work is 3,737.50 and we have a total of \$11,000 budgeted*
- Request approval to ask Scott Burns if he would agree to take on the newsletter duties at a larger level for ACAPT and if yes, offer him a stipend to do so – DEFFERED TO JUNE MEETING
- NEXT plans
 - Motion from Nancy to support funds for Matthew to attend the ACAPT board mtg at NEXT - \$600.00 approved for NEXT 2016; Discussion to determine funding for future ACAPT meetings tabled for discussion in June
 - *We've heard from Barb, Mike, Gary, and Scott.*
 - *Gary proposes we fund 1/2 of his costs to attend NEXT 2016 and CSM 2017*
 - *Nancy can also invite Matthew to sit at the ACAPT table at the Gala since we have 1 seat remaining*