

ACAPT Board Meeting

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

MINUTES

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

Absent: None

MINUTES

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

CONSENT

- All consent reports were accepted

REPORTS

- Treasurer's reports report
 1. Follow-up discussion from July Referred to Finance Committee:
 - a. Should the BOD registration for meetings be paid by ACAPT? – YES, APPROVED
 - b. Should consortia be allowed to carry forward any monies left over from a previous year budget to the next year?

Consensus on no carry forward. However, consortia can request based on unique opportunities and must fit into the strategic plan. Consortia and Panels are distinct. Panels are directly related to Strategic Plan

Process and Action Items on Use of Monies:

 1. Notify consortia that the Board will want to know how the consortia will be spending the allocated \$5,000. Next year request detailed budget for better accountability
 2. How will Panels use monies: Finance committee to draft language on what monies can be used for and cannot be used for by panels

DISCUSSION

- Steering Committee discussion recap – (Zoher, Scott, and/or Nancy)
 - Motion passed that Education Section must sign the MOU before the Steering Committee (referred to as Education Leadership Partnership, ELP) meeting at ELC as a requisite for participation in the ELP
 - Recommend ELP come up with a Venn diagram slide of all activities pursued by the partners
- Pam's Q&A with the Graduate Outcomes Task Force relative to the Excellence in Education Task Force (Pam) – ATTACHMENTS 6a-b - Deferred
- Funds to support Reference Committee attendance at ELC (Mark)
 - Approved to support the 3 members airfare, travel, one day hotel and meals for one day.
- Jeff Konin proposal to attend NSC (Rick/Pam) ATTACHMENT 7
 - Approved, however no booth will be placed at NSC. Work with Lisa McLaughlin to have Jeff Konin present to the NSC Assembly Meeting about ACAPT for 10 minutes. Also, Jeff to work for a publication in "Pulse" about ACAPT and present a report to BOD.

- Candidacy programs as ACAPT members (Barb)
 - Action: Assign a Liaison
- Develop a task force to identify key external groups for alliance with ACAPT and strategies for initial and continuing connection with these groups. (Barb)
 - Deferred to October Meeting
- Leadership Proposal (Barb) ATTACHMENT 8
 - Deferred to October Meeting
- Website proposals (Sandy) ATTACHMENTS 9a-b
 1. Expense for creating a way to place oral history thumbnail videos on website - *to have a thumbnail view of each video in grid format (similar to the photo display on the BoD page). Upon clicking the thumbnail, each video will display in a new panel (or modal window).*
 - Approved
 2. Repository proposal
 - Deferred to October Meeting
- Open Forum discussion items (Barb)
 - Entrance exam – requested by Steven Chesbro of APTA as a discussion item
 - Yes
 - Business mtg items to help people anticipate discussion/prepare for vote
 - Yes
 - Member value proposition – are we on target for you?
 - *Do Not Include in the Discussion Agenda (Sandy and members of the Communications Team have been calling member institutions whose resources are smaller and those institutions that are not yet members to determine their needs and how those needs may be met within ACAPT's future strategic plan discussion)*
 - Compliance with guidelines (Mike) – like common prerequisites, traffic rules, etc.
 - Yes
 - Benchmarks Update (Gary)
 - No
 - Steering Committee Update (Zoher, Nancy, Scott) – *should this be discussed?*
 - No
- Other items
 - Mike to communicate to Libby Ross about Jan 15 or next business day deadline for admission acceptance etc.
 - Shawne Soper to report to NSC
 - History Project making good progress
 - RIPPT – deferred to October meeting