

Minutes of ACAPT board minutes Feb 8, 2018 - 02/08/18


Date and time: 02/08/18 08:00 am to: 02/08/18 09:30 am
Present: Sandy Brooks, Mike Sheldon, Barb Sanders, Richard Segal, Mark Reinking, Jim Farris, Nancy Reese, Scott Ward, Mary Blackinton, Zoher Kapasi
CC: Jeff Konin, Susan Appling, Jeff Konin, Susan Appling
Location: conference call

Topics

1. Establishing a Quorum

Quorum established
Absent: Scott

2. Approval Minutes from Previous Meeting

Decision *Minutes approved*
 [ACAPT_board_minutes_January_4__2018.pdf](#)

3. Consent Agenda

Decision *Consent agenda approved*

NIPEC Meeting Minutes from various dates

 [NIPEC_Membership_minutes_10.14.2017_draft.docx](#)

 [NIPEC_BoD_t.c._minutes_12.14.17.docx](#)

 [NIPEC_BoD_t.c._minutes_01.22.18.docx](#)

Clinical Reasoning update

 [Clinical_Reasoning.doc](#)

Program Committee Update

 [Program_Committee_January_2018.doc](#)

CSM 2018 overview and helpful information

 [CSM_2018_Information.pptx](#)

2018 Slate for Board of Directors

 [2018_Board_of_Directors_Slate.doc](#)

Executive Director Updates

 [Executive_Director_Updates.doc](#)

4. Treasurer's Report

Preliminary financials from December 2017

 [ACAPT Stmt of Financial Position December 2017-Preliminary.pdf](#)

 [ACAPT Stmt of Activities December 2017- Preliminary.pdf](#)

 [ACAPT Actual Vs Budget- 4th Quarter Ending December 31 2017 Preliminary.xlsx](#)

Nancy presented the reports. The finance committee will meet at CSM. Mike Bostler, APTA's Investment Advisor, is reviewing ACAPT's investment history to assess positioning and make recommendations, etc. put together a year-end financial report with the members - add to newsletter, directing people to past reports.

5. Business Agenda

5-1. ELP Update (Zoher, Nancy, Scott)

Zoher shared discussions from the last ELP meeting and the board discussed

Mary to send a communication to Sandra Wise in her role as Chair of the ELP Resources Subgroup, to ask if the subgroup would be willing to investigate the status and projected trends in student enrollment in DPT Programs. Specifically, several societal issues are believed to be impacting this, such as: Perceived flattening of PT salaries with concomitant increases in student loan debt, increases in the amount PT employees pay towards benefits, declines in reimbursement for PT services, and projected changes in reimbursement of PT services in some sub-acute environments like SNF's. There are concerns about a potential steep decline in enrollment over the next decade.

5-2. Zoher Update

Zoher announced that he will become Dean of the College of Health Profession at MUSC beginning on May 1, 2018 and will therefore need to resign. Additionally, Zoher's role as chair of ELP is scheduled to end in June. The board discussed the need to appoint someone to complete his term as Secretary ending October 2019. These items will be placed on the agenda for CSM.

5-3. Clinical Education Panels (Mike)

Decision *1. Coordination of publication and dissemination of information*

2. Suggested language for Awards and Recognition Panel charge

3. Suggested language for Simulation Panel charge

 [Post-Summit Panels Board Report 1 - 2018 revised.doc](#)

Decision 1. Coordination of publication and dissemination of information - develop a clear communication to members after meeting at CSM to clarify what has transpired that has required us to limit dissemination of the work.

For the immediate issue the resolution is to:

- Allow discussion / presentation at CSM to the audience at the clinical meetings (NCCE and CESIG).
- Feel free to put the terms and definitions on the screen.
- Pull out some select terms for targeted discussion at the meeting.
- Point members to the member protected area of the ACAPT website to access the entire glossary, ICE tools, and Student Readiness tool.
- Avoid dissemination in clinical manuals and such - explain that the information has been submitted for publication.
- All authors should ask for expedited review when submitting initial and revised versions of the articles.
- If turned down from PTJ - then we can begin distributing unless there is a hope for JOPTE.
- Recognize that the turn-around time for JOPTE is almost a year and thus another delay will be inevitable.
- On the ACAPT website - put a disclaimer on all the work products that reads something like "For individual use. Should not be copied or distributed."

We talked about the fact that this will be an ongoing problem if these groups hope to publish work that they complete. There were some long-term suggestions that we developed on the call and other issues and ideas that have emerged for me since the call - all summarized here.

2. The board approved the following language for the charge:

The ACAPT Awards and Recognition Panel will develop mechanisms for ACAPT to recognize outstanding clinical education programs and instructors. The specific charge to this Panel is to:

- Investigate existing programs for recognition of excellence in clinical education within physical therapy and other similar fields of study,
- Engage stakeholders in a process to determine a meaningful form of recognition or acknowledgement,
- Develop criteria to recognize outstanding clinical education sites or clinical education faculty, and
- Outline an implementation and ongoing operational plan for the program.

3. The board approved the following language for the charge: The ACAPT Simulation Panel will examine the role of simulation in PT education programs and provide options/best practices for the effective use of simulation in physical therapy curricula. The specific charge is to:

- Investigate and describe the current use of simulation within physical therapist and other related health professions education programs,
- Describe models/best practices for the use of simulation within physical therapist education programs, and
- Explore the role of simulation to meet accreditation standards and required elements, particularly those curriculum elements related to clinical education and interprofessional education

4. Update on continuation of Student Readiness Panel - this will be updated during the ELP at CSM

5-4. Board Retreat (Sandy)

Decision *We have not been successful in identifying 1-2 days in which the full board is available to meet face-to-face for a retreat and strategic plan review. Thus, I would like to recommend that we consider arriving a day early to ELC and invite newly elected board members to join the discussion. If we arrived a day early, which would be Wednesday, we could spend a portion of that day as well as Thursday in discussions.*

Note: Wednesday is also the day in which the MERC workshops will be offered and Thursday is slated as the day for the Leadership Summit (details not yet determined)

Decision *Add this discussion to the agenda for CSM. Need also to clarify what the meeting is or isn't (strategic planning, retreat, regular board meeting, etc)*

Need to establish a time each year for this retreat - if at NEXT, it would have to occur after the House of Delegates.

5-5. CSM meeting plans

Decision *I'd like to make sure we're on the same page with what we're discussing at the various meetings of the Board while at CSM*

1. Board Meeting Draft Agenda

o Time for generative discussion:

- Discussion/consideration for allowing non-members, including PTA program directors, to participate in some activities.

- Discussion regarding clarification of policies/procedures for soliciting individuals to work on special projects

- Bylaws revisions – should we consider adjusting the details on who can hold office in order to expand options and diversity

- Financial strategic plan – what should our targets be going forward for both our strategic initiatives and in general.

- Benchmarks update (tbd)

- Consider making the Open Forum at ELC more like a Graham Sessions

- Future of DPT programs

- Other ideas?

o Exploration of relationships

- Jim Porterfield – 15 minutes on Acadaware

- Robyn Ellerbe Watson presenting updates on APTA's Visiting Scholar Program

- Nikesh Patel request, Alliance for PT quality and innovation

o Panel motions and next steps – Shawne

- How to implement/enforce, etc

- What can we publish/when

o Consortium Rules of Order revisions

o Resilience motion task force charter

o Permission to add CAPTE info re: IPE on the NIPEC website

o Student honor society applications guidelines

o Other?

- include items from today's discussion. Some items may need to be moved to the board meeting in March

2. Roundtable Liaison Meeting Draft Agenda:

- o How are we meeting your needs?
 - o Strategic plan
 - o Possible presentation from Peter re: benchmarks
 - o Possible Reference Committee presentation to help clarify the process for presenting a motion and so people can engage them onsite
 - o Other suggestions?
 - include discussion on dissemination limitation of clinical education panels. have a packet of recent mot
 - have resources/agenda items pre-bulleted. board should try to have their laptop with them to share the latest information on where to find information on the website, recent updates, etc
- this is more of an opportunity to listen rather than to present.
use brief presentation time for sharing where to find things on the website
plan to bring the feedback from the meeting to the March board meeting
find out if Peter is attending or not and encourage a short presentation

3. Alumni Reception

- o Plan to highlight the following:
 - ELP updates, MERC workshops, strength of our budget, etc.

5-6. NEXT

Decision *Shall we plan to meet as we have in the past on Wednesday from 4:00 to 10:00 or a different time/day? Opening ceremonies conflict with our Wednesday meeting and there is a request to change our meeting times to conclude before 8 or 9pm*

Consider starting earlier on Wednesday, starting shortly after the House of Delegates concludes, which is expected to end at noon on Wednesday. Sandy to check on the House schedule and add it to the agenda at CSM

5-7. Executive Session

6. New Business

Benchmarks Task Force Report

 [Benchmarks_Task_Force_Board_Report_1.31.18-FINAL.doc](#)

6-1. Request for funds to

Decision *funds approved to support Debbie Anderson and Sandy Brooks to attend the benchmarks task force meeting in April in Indianapolis*

6-2. CAPTE meeting in the spring

Rick may attend if Nancy has a conflict

7. Upcoming Meetings

Attached is the latest list of meetings at CSM

 [ACAPT_schedule_at_a_glance_for_CSM_2018.xlsx](#)

8. Future Deadlines

Feb 12 = agenda items and reports due for board meeting at CSM

Feb 26 = agenda items and reports due for board meeting on March 8

Feb 26 = when we hope to open the abstract submission portal for ELC

April 2 = election polls open

June 1 = ELC registration opens

9. Notes

10. Adjourn