

Minutes of ACAPT board minutes, April 12, 2018 - 04/12/18

Date and time: 04/12/18 08:00 am to: 04/12/18 09:30 am

Present: Sandy Brooks, Mary Blackinton, Scott Ward, Richard Segal, Zoher Kapasi, bs04@txstate.edu, Jim Farris, Nancy Reese, Mike Sheldon, Mark Reinking

CC: Jeff Konin, Susan Appling, Emmanuel John

Location: Dial: 1-888-407-5039 and enter code: 53376704 #
Join Online: <http://apta.adobeconnect.com/acaptboard/>


Topics

1. Establishing a Quorum










Quorum established.

Absent: Mary Blackinton, Scott Ward

2. Approval Minutes from Previous Meeting

Decision *Minutes from the March 8, 2018 approved*
 [ACAPT_board_minutes_March_8_2018.pdf](#)

3. Consent Agenda

- Student Honors Society Minutes from March 19
- NIPEC meeting minutes from Feb 9 and March 9
- Clinical Reasoning Consortium follow-up on discussion regarding meeting at NEXT and work group activities
- Education & Pedagogy Consortium Update
- Communications Committee meeting minutes from April 2
- Compiled CSM Roundtable Business Meeting Notes (will have this on the business agenda at NEXT for discussion)
- Executive Director updates
 -  [Minutes_Task_Force_Meeting_\(9\)_March_19_2018.docx](#)
 -  [NIPEC_BoD_t.c._minutes_02.09.18_approved.docx](#)
 -  [NIPEC_BoD_t.c._minutes_03.09.18_draft.docx](#)
 -  [Board_Report_4-3-18.doc](#)
 -  [EiPC_\(March_2018\).doc](#)
 -  [ACAPT_Communications_Committee_Minutes_4-2-2018.docx](#)
 -  [ACAPT_Communications_Committee_Minutes_4-2-2018.docx](#)
 -  [CSM_2018_RoundTable_Discussion_Notes_Compiled.docx](#)
 -  [Executive_Director_Updates.doc](#)

Task Mike will work with Jim on a review of the Roundtable Liaison Notes for further discussion at NEXT

Owned by **Mike Sheldon** due **06/18/18**

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Owned by **Jim Farris** due **06/18/18**

4. Treasurer's Report

Final December 2017 results

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

 [ACAPT_Q4_Charts_for_BOD_and_Membership_Final.docx](#)

Task Nancy to talk with APTA's CFO about what is considered best practice for the % of dues that makes up the total revenue of an organization

Owned by **Nancy Reese** due **05/10/18**

Task For the charts shared with members, post what the totals are and not just the percentage

Owned by **Sandy Brooks** due **04/26/18**

Task Add for future discussion clarification as to what the return on investment is to members for partnerships

Owned by **Nancy Reese** due **05/10/18**

5. ACAPT Business

5-1. ELP Update: Zoher, Nancy, Scott (8:30)

Updates shared with the group


Sandy shared with the board that there is a review occurring to determine whether or not the MERCs at ELC should be moved to Thursday instead of Wednesday so that those attending the MERCs don't incur an additional expense for an extra night before ELC programming begins. This would overlap with the Thursday ALA programming

6. Strategic Decisions

6-1. Academic Innovation

Decision *ACAPT Resilience Task Force Formation Document approved with the recommendation to consider adding a new professional or student to the task force*

6-2. Knowledge to Elevate Health Care

Donna Applebaum, chair of the NCCE presented the attached which the board discussed at length
 [04-12-18_NCCE_Update.pptx](#)

Decision *the board approved a sponsorship of \$10,000 to support the Global Forum/National Academies of Practice: Offcycle workshop on pain management/opioid crisis*

6-3. Academic Leadership and Advocacy

Decision *The Student Honor Society task force recommends that ACAPT allow members to decide if they believe a final selection of honorees should be made at the program level or via a national selection committee.*

Further discussion to be held on this on the May board call

7. New Business

8. Did we advance our mission?

9. Upcoming Meetings

please add these to your personal calendar:

April 15-17 - benchmarks task force meeting in Indianapolis. Sandy and Debbie Anderson from the communications committee will be joining them.

April 13 - ELP call

April 18 - EPAs: Lessons from Medical Education free webinar (see ACAPT.org/events for info)

May 10 - board conference call 8:00-9:30am EST

May 11 - ELP call

June 8 - ELP call

June 14 - board conference call 8:00-9:30am EST

June 27 - board meeting from 1:00-5:00pm at NEXT in Orlando, FL

June 28 - board meeting from 7:00-9:30am at NEXT in Orlando, FL

June 28 - Foundation Gala 7:00-midnight (ACAPT has a table)

Meetings at ELC for which board members should save the date or be aware:

Oct 10 and 11 - ACAPT board retreat and meeting

Oct 10 or 11 - MERC workshops (dates are currently being reviewed)

Oct 11 - Leadership Summit

Oct 11 - ACAPT Open Forum

Oct 12 - GRJ Forum on Innovation

Oct 12 - ACAPT Business Meeting

Oct 13 - Oxford Debate

Oct 13 - Celebration of Diversity

Oct 14 - ELP meeting

Oct 14-15 - tentatively holding for the Clinical Education Strategy Meeting

10. Future Deadlines

please add these to your personal calendar:

April 30 - reports due for May 10 board meeting

May 1 - ELC clinical sponsorship applications available

May 1 - GAMER applications due (see ACAPT.org/events for info)

June 1 - ELC registration will open

June 4 - reports due for June 14 board meeting

June 18 - reports due for June 27 board meeting

July 1 - dues for 2018-19 ACAPT membership year begins

July 2 - reports due for July 12 board meeting

July 30 - reports due for August 9 board meeting

Aug 1 - deadline for submission of completed Motion Development Form and Main Motion Template
(details found here: <http://acapt.org/documents/how-to-prepare-and-submit-motions>)

Aug 27 - reports due for Sept 13 board meeting

Sept - outgoing leaders should begin succession planning with incoming leaders

Sept 21 - deadline for business meeting motions and agenda disseminated to membership

Oct 1 - reports due for Oct 11 board meeting and Open Forum at ELC

Oct 29 - reports due for Nov 8 board meeting

Dec 3 - reports due for Dec 13 board meeting

11. Notes

Sandy will be on vacation May 9-13 and will miss the May 10 board conference call. Since this will be Emmanuel's first time as Secretary, I'm hopeful someone else will take a draft set of minutes to make sure everything is captured accurately.

12. Adjourn

Task Summary

New Tasks

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