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
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](#)

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](#)
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

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<th>Task Summary</th>
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<td><strong>New Tasks</strong></td>
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- □ 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**

- □ Task Mike will work with Jim on a review of the Roundtable Liaison Notes for further discussion at NEXT
  Owned by **Jim Farris** due **06/18/18**

- □ 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