

Minutes of Board Meeting June Minutes 27-28, 2018 - 06/27/18

Date and time: 06/27/18 1:00 PM to: 06/28/18 9:30 AM

Present: Sandy Brooks, Barb Sanders, Mark Reinking, Mike Sheldon, Emmanuel John, Mary Blackinton, Nancy Reese, Scott Ward, Rick Segal, Jim Farris

CC: Susan Appling

Location: NEXT Orlando, FL
Orange County Convention Center West Building Level II, Room: W223A

Topics

1. WEDNESDAY, JUNE 27, 1:00-5:00PM

2. Quorum Established - presenter Mark Reinking 1:00pm

Note Mark Reinking, Emmanuel John, Nancy Reese, Mike Sheldon, Mary Blackinton, Jim Farris, Rick Segal, Scott Ward

Absent: Barb Sanders

3. Approval Minutes from Previous Meeting

Decision Minutes from May 10, 2018 Approved

 [Minutes_of_ACAPT_board_call_May_10_2018.pdf](#)

4. Consent Agenda

Decision Consent Agenda was approved

5. ACAPT Business

5-1. Acadaware Update provided by Jim Porterfield

5-2. Benchmarks Task Force Proposal presented by Peter Altenburger

Note The Board Meeting went into an Executive Session for this discussion.

Peter Altenburger presented a program review of the Benchmark Task Force to an executive session of the Board.

The Board thanked Peter and his task force for a great job well done. The report he presented will be forwarded to all Board members.

The Board will review and discuss the report during the next monthly Board call in July 2018.

5-3. Discussion regarding incentives for compliance presented by Mike Sheldon

Decision Mike provided details on the violation of the admissions traffic rules by a program for knowingly accepting a DPT student who had already matriculated into another DPT program. Discussion reflected the following considerations:

- present this for discussion at the Open Forum at ELC.
- include information for new program directors on 'Need to know' items that relate to citizenship with ACAPT
- Steven Chesbro offered to provide support for an intro video for new programs directors by CAPTE to include the ACAPT rules as part of the resources available to them. Mike Sheldon will follow up with Pamela to work with CAPTE to supply the information and resources that CAPTE will need to make such a video information for new program directors

The board agreed that a direct call by a Board liaison directly to the ACAPT representative of the institution in violation to first make them aware of what we learned (in case what we learned is inaccurate) and then to discuss how the program can transition to be supportive of rules or where there may be barriers.

5-4. Policies, Procedures, Bylaws, and Rules review

Decision discussion on draft revisions of Bylaws, Standing Rules, and Consortium Rules of Order have been deferred to August

Decision bylaws revisions will incorporate considerations to reflect a 1/2 dues option in which a ½ dues (\$1,250) may be available for new programs only from January 1 – June 30 of any year. The institution would have to pay again for the next dues season in the full amount of \$2,500 and payment would be required by no later than 14 calendar days before the ACAPT business meeting at ELC. The bylaws edit is necessary since our bylaws currently stipulate dues are good for 12 months.

For further discussion in the near future: There was discussion about creating options that would allow advantages to international programs (or possibly even PTA programs). Provided we do not call them “members” or give them authority to make decisions, then we may make this equivalent to a kind of subscription service or partner program without requiring a bylaws change. With this in mind, we can explore what we would offer them that would make this worthwhile to develop
==> Scott Ward suggested that affiliates should show they are fully accredited by a local jurisdiction in their country or by the WCPT.

==> Sandy Brooks suggested that a Board Workgroup should further investigate, before Board decision.

Decision Nominating Committee presentation by Mary Shall, chair of the committee

Mary reported successful nomination process and election. The edits are to include advising potential candidates to avoid running for offices that could potentially be a conflict of interest or over commitment. The board identified additional edits to the job descriptions that Mary and Sandy will implement. The board agreed that only representatives from member institutions may run for election to board positions.

Decision Communications Committee recommendations presented by Scott Burns

The board approved the recommendations that the ALA social media sub-group members become members of the ACAPT Communications Committee in order to make all communications a joint effort rather than only based on one group's strategic initiatives

Task Communications Committee recommendations presented by Scott Burns

Discussions reflected ways in which to have more coordinated and centralized social media communication by having the Communication committee develop a communication strategy for the ACAPT and its various components. This may include a list of specific and strategic messages we want the communication committee need to be broadcasting. One idea for converting messages into different formats for dissemination was <https://www.moodlerooms.com/blackboard-ally/>
Sandy to pull web analytics report for the next Board call.

Owned by Scott Burns due 08/02/18

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Owned by *Sandy Brooks* due 08/02/18

Decision Moving from endorsements to a partners program presented by Sandy Brooks

Sandy suggested to the Board the need to transition away from endorsement program because of complexity of endorsements, limited staff resources (compared to the APTA) to manage and track endorsements. There was discussion regarding rescinding the current endorsement policy, and replace with a kind of strategic sponsors policy (name to be further discussed) instead.
Sandy reminded the Board that we need to consider the implication for entities previously endorsed. Scott Ward moved a motion that the Board consider modifying the endorsement policy to make way for strategic partnership, but maintain the status quo for current endorsee. Seconded by John Buford.

Decision ACAPT Guidelines for ACAPT Work Product presented by Mike Sheldon and Sandy Brooks

Mike reported the draft policy on ACAPT work product policy allows ACAPT to maintain the copyright on board-directed work. Board members provided comments on the draft policy. Sandy will present the final version to the Board before approval in July or August

Decision Antitrust guidelines for the board presented by Mike Sheldon and Sandy Brooks

Mike reported the antitrust document is a guideline, instead of a policy.
Scott Ward moved to adopted the guidelines, seconded by Nancy Reese. Unanimously adopted by the Board.

Decision Draft of new honorarium and reimbursement policy presented by Sandy Brooks

Because of time limitation, this is to be considered at the August call meeting.

Note House of Delegates Update (Mark Reinking)

6. THURSDAY, JUNE 28, 7:00-9:30AM

7. Quorum Established - presenter Mark Reinking 7:00am

Note Mark Reinking, Emmanuel John, Nancy Reese, Mike Sheldon, Mary Blackinton, Jim Farris, Rick Segal, Scott Ward

Absent: Barb Sanders

8. Business

Decision Review of NCCE Placement Process Task Force Charter presented by Mike Sheldon and Donna Applebaum

There were several discussion topics related to the work of this task force, the NCCE, CE SIG, and/or regional consortia. Including:

- a system for clinical placement of PT and PTA students, beyond the March Mailing;
- relationship of work relative to the Clinical Education-Academic Partnerships Strategies;
- Empowering clinical sites to say no to pressures from academic institutions, for example for more placements;
- Multi-discipline contracts;
- Incentivizing PT colleagues to become clinical instructors
- Shared funding to support the task force from the Academy of Physical Therapy Education

Scott moved for the approval of the proposal request. Seconded and passed by the board.

Decision Discussion regarding an Awards and Recognition Strategic Initiative Panel presented by Mike Sheldon and Donna Applebaum

Nancy Reese made a motion to approve the proposal to put out a call asking who is already working on this effort, then coordinate a conference call with those individuals to learn what they are doing. From that call, we can re-assess whether to proceed with the creation of this strategic initiative panel or join in the work already in progress by a stakeholder group. Seconded, and approved by the Board

Decision Selection of applicants for the Task Force to Enhance Academic Programs Awareness to the Mental Health and Wellness Needs of Students and Future Clinicians (aka Resilience) presented by Mary Blackinton Mary reported that there are 23 applications to form the task force but we are still missing individuals to fulfill positions as outlined in the criteria approved by the Board. The Board also wishes to modify the charge for the task force to include Clinical Instructors and students (earlier in their programs).

The Board decided that the original charter of the task force be maintained, and a second call specifically targeting potential CI applicants, with the help of the NCCE, be done to meet the CI membership composition of the task force requirement.

Decision Audience Response System proposal presented by Sandy Brooks

Mike Sheldon moved the motion to approve, seconded, and approved by the Board.

Decision Review compiled roundtable meeting notes from CSM presented by Mike Sheldon and Jim Farris

After a discussion, the Board and Sandy will work on how best to disseminate summaries of round table topics, and what Board responses and actions were to demonstrate next steps to the discussions. Mike suggested to summarize the discussions, and have the communication committee disseminate.

John Buford suggest for Liaisons to have a virtual town meetings with their constituents.

Note PT Admissions Test Follow-Up presented by Scott Ward

Scott reported that there has been zero response to the position statement released on behalf of ACAPT, suggesting unanimous support for the position statement.

9. Treasurer's Report

Note April and May reports were reviewed by Nancy Reese

10. ELP Update (Scott, Nancy, Zoher)

Note - Zoher will attend ELP meeting on June 30. Scott Ward thanked the Board for reposing trust in the three of them (Scott, Nancy, Zoher) to represent ACAPT at ELP.

11. New Business

Note Request for any additional items not listed in these agendas

Note - Scott Ward received feedback from institutional members if there could be a "frameable" certificate or recognition of their ACAPT membership. Mary Blackinton suggested further for virtual certification. The Board approved for Sandy Brooks to work on this.

- Mark Reinking discussed RC 4318 that passed in the House of Delegates: Mark reported that he was called upon to address the house on pain competencies. However, the IASP has released a curriculum outline for Physical Therapy around the world. He is asking the Board to review and discuss at a future meeting, potentially the August 2018 Board Call Meeting.

Terry Nordstrom: On behalf of the APTA/CPTA, the components and individuals are asking pledges and donation towards sponsoring a float in January 2021 to mark the centennial activities of the APTA.

12. Upcoming Meetings

Note July 31 - Executive Committee meeting in Dallas

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

Oct 10 and 11 - ACAPT board retreat and meeting

Oct 11 - MERC workshops

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 28-29 - Clinical Education Strategy Meeting at APTA

13. Future Deadlines

Note 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 6 - CSM 2019 Attendee and Exhibitor Housing Open; <http://www.apta.org/CSM/HousingTravel/>

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

14. Notes

Note July 12 - Sandy leaves for vacation after the board conference call

July 13 - Sandy on vacation

15. Adjourn

Task Summary

New Tasks

Task Communications Committee recommendations presented by Scott Burns

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