

# Minutes of ACAPT Board Meeting Minutes, Nov. 12, 2020 - 11/12/20

**Date and time:** 11/12/20 08:00 am to: 11/12/20 09:30 am  
**Present:** Sandy Brooks, Mark Reinking, Mike Sheldon, Julia Chevan, Emmanuel John, Peter Altenburger, Scott Davis, John Buford, Mary Dockter, Marie Johanson  
**Location:** virtual meeting

## Topics

### 1. Welcome and Introductions

**Note** The meeting started at 8.01am EST.

#### 1-1. Establishing a Quorum

**Note** A quorum was established with attendance by Mark Reinking, Mike Sheldon, Emmanuel John, Julia Chevan, Peter Altenburger, Scott Davis, Mary Dockter, Marie Johanson, John Bufford. Also present were Susan Appling, Nancy Reese, and Lori Bordenave.

#### 1-2. Conflicts of Interest

**Note** No new conflict of interest was reported by Board members.

#### 1-3. Antitrust Compliance Guidelines

**Note** Board members were reminded to avoid any discussion that violates the anti-trust guidelines.

#### 1-4. Decision Tree

**Note** The Board was reminded of the ACAPT decision tree, that is, to make sure that we always close the loop for all decisions taken.

### 2. ACAPT's mission is to support academic institutions to achieve excellence in physical therapist education.

**Note** The Board was reminded to keep ACAPT's mission in view as decisions are reviewed and made.

### 3. Consent Agenda

**Decision** Motion was moved, and the Board approved the following consent agenda items:

- Evaluation of the Executive Director by the Executive Committee of the Board, on behalf of the Board.
- A report from Jamil on ELC and webinar outcomes to date
- A report from Eleanor on recent metrics
- Data & Technology task force board report
- Education Research Committee meeting minutes
- Excellence Recognition Task Force meeting minutes
- Simulation Consortium meeting minutes
- Education & Pedagogy Consortium's business meeting minutes and slide deck
- Early Assurance Consortium business meeting minutes
- RIPPT Consortium business meeting minutes
- National Academies Global Forum on Health Professions Education workshop information

The following documents related to the Consent Agenda items were received for the records of the Board:

- Sandy\_Eleanor\_and\_Jamil\_accomplishments\_2020.pdf
- Webinars.doc
- Data\_Technology\_Task\_Force\_Board\_Report\_102620.doc
- Ed\_Research\_Cmtee\_Minutes\_October\_2020.docx
- Excellence\_Recognition\_Task\_Force\_Minutes\_10-05-20.docx
- SIPTEC\_Board\_Mtg\_Minutes\_10.13.20.docx
- Education\_and\_Pedagogy\_Consortium\_ELC\_2020\_Meeting.docx
- E\_PC\_ELC\_2020.pptx
- Metrics\_thru\_Oct\_2020.xlsx
- Early\_Assurance\_Consortium\_Meeting\_Minutes\_10-18-20.docx
- RIPPT\_ELC\_Minutes\_10-17-2020.pdf
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National\_center\_for\_interprofessional\_practice\_and\_education\_IPE\_core\_data\_set\_and\_information\_exchange\_for\_knowledge\_generation.pdf  
- LL\_in\_HPE\_during\_COVID\_IHPE\_Workshop\_Dec\_3.jpg:

## 4. Approval of Minutes

**Decision** The Board approved the ACAPT Business meeting minutes from ELC 2020.

The Board approved the Board minutes from October 14, 2020.

The Board has on record the following minutes documents:

- Draft\_ACAPT\_Business\_Meeting\_Minutes\_\_Oct.\_16\_\_2020.pdf
- ACAPT\_Board\_Minutes\_October\_14\_\_2020.pdf

## 5. Business

### 5-1. Post Business Meeting Discussion

**Decision** Motion was moved to approved the draft of the National Equity, Diversity, and Inclusion Commission in response to the member approved motion AC-2. After further discussion, the Board appointed Marie Johanson, Emmanuel John and John Bufford to work on the draft document with Sandy. This Board work group will submit to the Board a document to reviewed and approved by end of November 2020.

The draft motion document was received for the records:

- National\_EDI\_Commission.docx

**Decision** The Board reviewed position statement drafts based in response to the concerns related to the approved motion AC-1-20, regarding minimum duration for DPT programs. The Board approved a final statement for dissemination.

**Decision** Motion was moved and approved to invite the PT programs listed as "candidates" on the CAPTE website to join as Member Institutions of ACAPT.

Support Statement: Scott Davis received confirmation from CAPTE during their Fall meeting that, because of USDE rule changes, CAPTE now views candidate programs as accredited. Thus, candidate programs meet our bylaws requirements for ACAPT membership and this does not require approval by the membership.

**Note** The Board confirms that Vicki LaFay and Janice Howman are empowered to take the next necessary steps in response to the motion AC 8-20 from ELC. The Board included the following instructions: That ACAPT work collaboratively with the APTE PTA SIG to develop a resource that maintains the ACAPT Physical Therapist Clinical Education glossary in concert with a document created by the APTE PTA SIG reflective of the PTA clinical education terms unique to the PTA designation and determine a method of distribution that ensures ready access while maintaining the integrity and independence of each organization's respective documents.

The attached revised motion document draft was received on record by the Board:

- AC-8-20\_Adopt\_Updated\_Common\_Terminology\_in\_Physical\_Therapy\_Education\_-\_READ\_IN\_CHANGE.pdf

### 5-2. Treasurer's Report

**Note** Julia Chevan provided the Treasurer's report. The Q3 budget vs actuals and September financial statements documents were received from the Finance Committee for the records:

- American\_Council\_of\_Academic\_Physical\_Therapy\_(09-30-20).pdf
- ACAPT\_Actual\_Vs\_Budget-Q3\_2020.xlsx

**Decision** Motion was moved and the Board approved the budget adjustment recommended by the Executive Committee for ACAPT Office staff. The Budget Adjustment report was received for the records: Budget\_adjustments\_report\_for\_Nov\_2020\_mtg.doc

**Decision** Motion was moved, and approved by the Board to hire a Registered Parliamentarian, per the recommendation of the Reference Committee.

**Note** The Board received a revised budget adjustment from the Finance Committee. The revised budget document below reflecting the approved motions above, was received for the Board's records:

- 2021\_Draft\_Budget\_-\_approved\_10.14.2020\_with\_budget\_adjustments.xlsx

### 5-3. Assignments & Appointments

**Decision** Motion was moved, and Board approved the updated Board liaison assignments. The updated document below was received for the records:

- Board\_liaison\_roles.xlsx

**Decision** Motion was moved and the Board ratified the appointment of Peter Altenburger as the 5th member of the Executive Committee. Many thanks to Scott Davis for his service over the past year in this role.

**Decision** Motion was moved, the Board approved the appointment of Barry Dale, PT, PhD, Professor and Chair at Univ. of South Alabama, to the Reference Committee to replace Bill McGehee, per the recommendation of the Committee. Barry Dale will serve a 3-year term.

#### 5-4. Board schedule for 2021

**Note** The Board was reminded to the following planned meetings.

- o February 23 from 8:00am - 4:00pm - Board meeting at CSM
- o February 24 from 5:00 - 7:00pm - Roundtable Liaison Meeting at CSM
- o February 25 from 5:00 - 6:30pm - Alumni Reception at CSM
- o April 15-16 - Board retreat, location TBD
- o September 10 times TBD - Board meeting in DC followed by attendance at the APTA Centennial Gala which begins at 6:30pm EST
- o October 20 times TBD - Board meeting at ELC in Atlanta
- o October 21 times TBD - please hold for possible meetings
- o October 22, GRJ Keynote, Business Meeting (plan for the full day)

**Note** The Board meeting dates/times for the other months are being determined. Additionally, The Board will work to identify dates for a 2-day meeting to develop the next strategic plan.

**Note** The Board should continue to conduct virtual townhalls every other month with the representatives and DCE of the member programs to whom you are assigned as the liaison. It is recommended you get these on your and their calendars as soon as possible

#### 6. New Business

**Note** There was no new business for the Board to consider.

#### 7. Upcoming Meetings & Events

**Note** In addition to the list shown above for the Board meetings, Board member were reminded to be aware of the additional events:

**Note** A Listening Session on Moving Forward: The Student Experience and “Sophisticated Insights” to True Progress (Focus: Students) Tuesday, November 10, 2020 at 07:00 PM EST

**Note** The When, The Where, The How of Telehealth Education in Physical Therapy Webinar Thursday, November 12, 2020 at 07:00 PM EST

**Note** Strategies for Taking Simulation Virtual Webinar Thursday, December 03, 2020 at 05:00 PM EST

**Note** Training in Grantsmanship for Rehabilitation Research (TIGRR) Sunday, January 10, 2021 at 07:00 PM EST

#### 8. Future Deadlines

#### 9. Notes

#### 10. Adjourn

**Note** The meeting adjourned at 9.18am EST.