

# Minutes of ACAPT Board Minutes, Dec 10, 2020 - 12/10/20

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**Date and time:** 12/10/20 08:00 am to: 12/10/20 09:30 am

**Present:** Sandy Brooks, Mark Reinking, Mike Sheldon, Julia Chevan, Emmanuel John, Peter Altenburger, Scott Davis, Marie Johanson, Mary Dockter, John Buford

**CC:** Lori Bordenave, Eleanor Trice, Susan Appling

**Location:** virtual meeting

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## Topics

### 1. Welcome and Introductions

#### 1-1. Establishing a Quorum

**Note** The meeting started at 8.00am EST. A quorum was established. Also in attendance in Susan Appling and Lori Bordenave.

#### 1-2. Conflicts of Interest

**Note** No new conflict of interest was reported.

#### 1-3. Antitrust Compliance Guidelines

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

#### 1-4. Decision Tree

**Note** The Board was reminded of the Decision Tree guide for closing the loop on all decisions taken.

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

### 3. Consent Agenda

**Decision** Motion was moved, and the Board approved all the consent agenda that contains all of the items that follow, including the ratification

#### 3-1. Treasurer's Report

**Decision** Attached are the October 2020 statement of financial position and statement of activities. The Board received the Treasurer's report:

- American\_Council\_of\_Academic\_Physical\_Therapy\_(10-31-20).pdf

#### 3-2. Ratification Needed

**Decision** Approval of the final National EDI Commission document that is on record for the Board:

- National\_EDI\_Commission.docx

**Decision** Julia Chevan has accepted the appointment of co-chair to the ACAPT National Equity, Diversity and Inclusion Commission

### 3-3. Other items

**Note** The Board received the following documents and progress reports on record for Consent Agenda:

- ACAPT\_Resource\_Committee\_Meeting\_Minutes\_Nov\_16\_2020.docx
- ALA\_November\_2020\_Progress\_Report.docx
- Data\_Tech\_Task\_Force\_ACAPT\_Board\_Report\_112120.doc
- Ed\_Research\_Minutes\_November\_2020.docx
- Education\_Research\_Committee\_Dec2020\_Progress\_Report.docx
- Minutes\_RIPPT\_Seminar\_Planning\_Taskforce\_11\_19\_2020.docx
- NCCE\_Progress\_Report\_Dec\_2020\_final.pdf
- Progress\_Report.ACAPT\_NC\_Dec\_2020.docx
- Siptec\_Progress\_Report\_12.2020.docx
- NIPEC\_Progress\_Report\_Dec\_2020.docx
- Program\_Committee\_Progress\_Report\_-\_2020.12.docx
- Webinars\_Progress\_Report\_December.docx
- Excellence\_Recognition\_Task\_Force\_Minutes\_12-03-20.docx

## 4. Approval of Minutes

**Decision** Motion was moved, and the Board approved the November 2020 Board minutes. The minute is on record for the Board:

- ACAPT\_Board\_Meeting\_Minutes\_Nov.\_12\_\_2020.pdf

## 5. Business

### 5-1. DECISION: Pre-Admission Observation Hours Task Force Report

**Decision** Janice Howman presented the NCCE Pre-Admission Observation Hours Task Force Report to the Board. Motion was moved, and approved by the Board to receive the report and the recommendations therein, with a request to amend a language in the report.

The Board approved that the report be referred the ELP for further action.

The following reports and recommendations were received for the Board's records:

- NCCE\_memo\_to\_ACAPT.pdf
- ACAPT\_NCCE\_Pre-Admission\_Ob\_Hr\_Report\_Final\_11.20.20.pdf

### 5-2. DECISION: Grants & Scholarships discussion

**Decision** The Board discussed the various grants and prize moneys given out by various consortia. The Board referred the issue to the Finance Committee to advise the Board by February 2021. Please see the attached document in preparation for this discussion

- ACAPT\_Grant\_Funding\_Issues.docx

### 5-3. DECISION: Volunteer Service Challenges

**Decision** Julia Chevan brought to the Board's attention concerns regarding volunteers who moved from one institution (faculty mobility) to the other during the tenure of their service. It was recommended that a Policy and Procedures Board work group; Mary Dockter, Mike Sheldon, and Peter Altenburger.

The Board received the the document below for its records:

- ACAPT\_ALA\_Oversight\_Committee\_Questions.docx

#### **5-4. DECISION: DPT students and early vaccination**

**Decision** The Board discussed the ACAPT Vaccine advocacy letter. It was recommended to discuss this at next Town Hall meetings of Board Liaisons.

The Board has on record the Vaccine draft letter below:

- ACAPT\_Vaccine\_Letter\_DRAFT.docx

#### **5-5. DISCUSSION: Standard Prerequisites**

**Decision** Mike Sheldon led the Board to discuss conversation with PTCAS on standardized pre-requisites, as it places enormous burden on DPT applicants. The Board recommend for this to become one of the agenda items at the next Town hall meetings. The Board also recommend part of the ACAPT website should be Orientation Resources for new Program Directors on previous ACAPT actions and motions.

The Board received the document:

- ACAPT\_Policy\_Question\_-\_Standard\_Prerequisites.pdf

### **6. Executive Session**

**Note** The Board went into an executive session.

### **7. New Business**

**Note** There were no new business items for discussion.

### **8. Upcoming Meetings**

**Note** January 14, :00-10:00am EST - Board meeting  
February 23, 8:00-10:00am EST - Board meeting  
February 24, 5:00-7:00 EST - Roundtable Liaison Meeting  
February 25, 5:00-6:30pm EST - Alumni Reception, invitation only  
March 11, 8:00-10:00am EST - Board meeting  
April 15-16 - Board retreat  
May 13, 8:00-10:00am EST - Board meeting  
June 10, 8:00-10:00am EST - Board meeting  
July 8, 8:00-10:00am EST - Board meeting  
August 12-13 - tentative strategic plan meeting at Northwestern Univ  
September 10, Board meeting in DC, times TBD  
September 10, APTA Centennial Gala in DC  
September 11-12 House of Delegates  
September 13 APTA Future of Physical Therapy Summit  
September 14 APTA Advocacy Day  
October 20, 8:00am-4:00pm - Board meeting at ELC in Atlanta  
October 21, hold the day for ELC/Board activities while at ELC in Atlanta  
October 22, ELC begins in Atlanta; GRJ Forum, Business Meeting  
October 23-24 - ELC  
November 11, 8:00-10:00am EST - Board meeting  
December 9, 8:00-10:00am EST - Board meeting

## 9. Future Deadlines

**Note** January 4 - agenda items & reports for the Jan 14 board meeting due  
February 10 - agenda items & reports for the Feb 23 board meeting due  
March 1 - agenda items & reports for the March 11 board meeting due  
May 3 - agenda items & reports for the May 13 board meeting due  
May 31 - agenda items & reports for the June 10 board meeting due  
June 28 - agenda items & reports for the July 8 board meeting due  
Aug 1 - Motions deadline  
Aug 15 - Draft budget proposals for 2022 due  
Aug 30 - agenda items & reports for the Sept 10 board meeting due  
Oct 11 - agenda items & reports for the Oct 20 board meeting due  
Nov 1 - agenda items & reports for the Nov 11 board meeting due  
Nov 29 - agenda items & reports for the Dec 9 board meeting due

## 10. Notes

**Note** Sandy will be out of the office between December 24 - Jan 1.  
The ACAPT office will be closed on Christmas and New Year's Day

## 11. Adjourn

**Note** The meeting adjourned at 9.33am EST