

Minutes of ACAPT Board Meeting Minutes, March 11, 2021 - 03/11/21

Date and time: 03/11/21 08:00 am to: 03/11/21 10:00 am

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

Location: virtual meeting

Topics

1. Welcome and Introductions

Note Meeting was called to order at 8.00am ET.

1-1. Establishing a quorum

Note A quorum was established with Board members in attendance, Mark Reinking, Mike Sheldon, Julia Chevan, Emmanuel John, Peter Altenburger, Mary Dockter, Marie Johanson, John Buford, and Scott Davis.

Other present include Janice Howman, Lori Bordenave, Anne Homer, Diane Heislein, Senobia Crawford, Nicki Siberman, Kim Coleman-Ferriera, Janet Bezner, Nancy Reese, Chris Sebeliski. Lynn Rivers, and Ann Homer.

ACAPT Staff: Sandy Brooks, Jamil Tadlaoui, and Eleanor Trice.

1-2. Introducing Ann Homer

Note Mark Reinking introduced to the Board, Ann Homer, who will serve as ACAPT's Registered Parliamentarian and will be working with going forward on matters related to ACAPT bylaws, standing rules, agendas, minutes, motions, and other future ideas we they are develop for consideration. The Board received for its records, a document on Agreement with Ann:

- Ann_Homer_-_Registered_Parliamentarian_to_ACAPT_Agreement.pdf

1-3. Conflict of Interest

Note There was no new COI reported by Board members.

1-4. Antitrust Compliance Guidelines

Note The Board was reminded to avoid any discussion that contravene antitrust guidelines.

1-5. Decision Tree

Note The Board was reminded to use the Decision Tree document to always close the loop on every decision made.

1-6. Board Commitment

Note The Board was reminded of its commitment to always serve the interest of the ACAPT in discharge of Board duties, and discussions.

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

Note The Board was reminded to ensure that ACAPT's mission is the central focus of all discussions and decisions.

3. Consent Agenda

Decision Motion was moved and the Board approved all Consent Agenda items, including the ratification of Executive Committee decisions, and actions/recommendations of ACAPT's components, and other general information and reports. The Board has the following Consent Agenda documents on record:

- For Ratification

--> National_EDI_Commission_revised_Feb_2021_with_terms.docx

--> MOU_for_LDW_Lecture4_-_ACAPT-APTA_edits.docx

--> Data & Technology-Excellence Recognition Task Force Charge/Job Description

- Informational items

--> Ed_Research_Cmtee_Minutes__Feb_2021.docx

--> SIPTEC_Board_Mtg_Minutes_2.17.21.docx

--> Webinars_Progress_Report_March.docx

4. Approval of Minutes

Decision Motion was moved, and the Board approved the February 23, 2021 minutes of Board Meetings. The Board has on record the minutes of the meeting in a document:

- ACAPT_Board_minutes__Feb_23__2021.pdf

5. Business

5-1. Treasurer's Report

Decision Julia Chevan presented a motion to the Board to offer support to the NABPT annual conference up to \$200 sponsorship level. The Board unanimously approved the motion.

Note Julia Chevan presented the following 2020 year-end financial summary and the January 2021 monthly financial report, and the Board received the following documents for its records:

- American_Council_of_Academic_Physical_Therapy_(12-31-20).pdf

- ACAPT_Actual_Vs_Budget-Q4_2020.xlsx

- American_Council_of_Academic_Physical_Therapy_(1-31-21).pdf

5-2. DECISION: Forming our response to the January townhalls & roundtable meeting

Note The Board briefly reviewed the summary of feedback from townhalls and roundtable meetings. The Board has on file for its records, the summary document which will be used as communication points in the future:

- Townhall_and_Roundtable_Liaison_Meeting_Recap_-_for_Board.docx

5-3. DECISION: Fellowship in Education Leadership Work Group Liaison

Decision The Board discussed the need to set up standard reporting mechanism for ACAPT's Liaison to the APTA Fellowship in Education Leadership Work group. The Board requested Sandy Brooks to explore the possibility of getting onto the APTA Fellowship in Education Leadership staff workgroup. Current ACAPT Liaison to the APTA Fellowship in Education Leadership Work group is Jill Heitzman, whose current term expires soon. The Board tabled a decision on renewal of term or appointment of a new Liaison.

5-4. DISCUSSION: CAPTE standards & required elements

Decision Scott Davis lead the Board in discussing CAPTE standards and required elements based on feedback gather by ACAPT from institutional members at Roundtable, and other forums. Scott submitted to the Board, a draft talking points to CAPTE. A motion was moved to survey ACAPT membership based on the points in Scott's talking points before crafting the final document recommendations to CAPTE.

The Board received the following documents for the record of the Board:

- from_John_Buford_capte_changes_(2).docx
- feedback.docx

5-5. DISCUSSION: Intersection between PT education and PTCAS changes

Note Mike Sheldon presented to the Board an overview and reality of current PTCAS data and its intersection with the physical therapy workforce data, and potential impact on ACAPT member institutions. The Board discussed revising the letter to Institutional Administrators and to now include PTCAS and workforce data. Mike Reinking will review the previous letter to Institutional Administrators, and report back to the Board some draft for consideration.

The Board received for its record the document:

- Important_PTCAS_Updates.pdf

5-6. DISCUSSION: ELC Update

Note Merrill Landers and Jamil Tadlaoui presented to the Board an update on the plans for ELC 2021 in Atlanta, GA. The meeting is being planned as a live event.

The Board received for its record, a progress report on ELC:

- ELC_2021_Progress_Report_March.docx

6. Upcoming Meetings

Note March 10, 9:00-10:00am EST - executive committee meeting
March 23, 3:00-4:00pm EST - Strategic Plan Workgroup meeting
April 15-16 - Board retreat (day 1 is from 10:00-5:00pm EST; day 2 is from 10:00am-3:00pm EST)
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

Note Please be sure to check our upcoming events listings for activity at CSM and beyond
<https://acapt.org/events/upcoming-events>

7. Future Deadlines

Note 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

8. Notes

9. Adjourn

Note The meeting adjourned at 9.58am ET.