

# Minutes of ACAPT Board Retreat Minutes, April 16, 2021 - 04/16/21

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**Date and time:** 04/16/21 10:00 am to: 04/16/21 03:00 pm

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

**Location:** virtual meeting

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## Topics

### 1. Welcome and Introductions

**Note** The meeting was called to order at 10.00am EST

#### 1-1. Establishing a Quorum

**Note** Quorum was established with Mark Reinking, Mike Sheldon, Julia Chevan, Emmanuel John, Peter Altenburger, Mary Dockter, Marie Johanson, and John Bufford, in attendance.

#### 1-2. Conflicts of Interest

**Note** There was no new COI reported by any Board member.

#### 1-3. Antitrust Compliance Guidelines

**Note** The Board was reminded to avoid discussions that contravene the anti-trust guidelines.

#### 1-4. Decision Tree

**Note** The Board was reminded to use the Decision tree as a guide to always close the loop in decision making process.

#### 1-5. Board Commitment Statement

**Note** The Board was reminded of the Commitment Statement by members, and to allow this guide all decisions.

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

**Note** The Board was reminded of the mission of ACAPT and should inform all decisions taken.

### 3. Approval of Minutes

**Decision** Motion was moved and the Board approved the March 2021 Board meeting minutes.

### 4. Business

#### 4-1. Revisiting Yesterday's Discussion

**Note** The Board revisited discussions from Day 1 of the Retreat (April 15)

#### **4-2. Data Assessment Center**

**Decision** Peter Altenburger presented a proposal for an ACAPT Data Assessment Center. Sandy Brooks presented projected cost, while Julia Chevan briefly reviewed ACAPT's financial assets to determine if the Assessment Center was sustainable. Motion was moved and approved by the Board to support the concept of the proposal for an ACAPT Data Assessment Center, while the Data & Technology Task force will continue to explore potential funding opportunities. The Task force will report to the Board, who will be working with ACAPT staff.

The Board has on file for its record, the ACAPT Data Assessment Center proposal document:

- ACAPT\_Assessment\_Center.docx

#### **4-3. Strategic Plan Review**

**Decision** The Board reviewed the ACAPT Strategic Plan 2018-2021, discussed outstanding items, and plan how to close the loop. Motion was moved, and the Board approved the progress report of the 2018-2021 ACAPT Strategic Plan. The Board has for its records the progress report of the 2018-2021 Strategic Plan:

- 2018-2021\_Strategic\_Plan\_Progress\_Report.pdf

#### **4-4. Treasurer's Report**

**Decision** Motion was moved and adopted by the Board to move \$425k from ACAPT's checking account to a sweep account. Rationale for the motion is received in the document from the Finance committee:

- motion\_to\_move\_funds\_from\_checking\_account.doc

**Decision** Motion was moved and approved by the Board to no longer allow ACAPT Consortia and groups to award grants, for now.

**Note** The Non-Dues Revenue Decision Tree proposed by the Financial Committee to guide Consortia and other ACAPT groups was presented to the Board. The Board received the Guide documents for its records:

- Non-Dues\_Revenue\_Decision\_Tree.pdf

#### **4-5. National Equity, Diversity and Inclusion Update/Report**

**Note** Julia Chevan provided to the Board, a summary report of the activities of NEDIC. The Board received for its record, a copy of the NEDIC vs. DEI Consortium activities:

- Differences\_v2.xlsx

#### **4-6. Board Schedule Ahead**

**Decision** Sandy Brooks presented to the Board a proposed a new schedule for Board, Executive Committee, and Financial Committee meetings. Motion was moved, and the Board adopted the proposed timeline. The proposed timeline document was received by the Board for its record:

- Board\_\_Exec\_\_FiCom\_mtg\_proposal.pdf

#### **4-7. ELP Representative Appointments**

**Note** The Board tabled the decision on ELP Representative appointment until after the new Board election results.

### **5. Other items**

## 5-1. House of Delegates

**Note** Mike Sheldon provided a summary of House of Delegate events. Currently, motion concepts are being discussed by State Chapters and delegates.

## 5-2. ELC 2021

**Note** The ACAPT and Academy of Education have received some communications of concern by members suggesting that ELC be moved out of Atlanta as a result of recent state laws viewed as discriminatory. There was a joint response by ACAPT and Academy of Education on the reasons why the meeting cannot be moved out of Atlanta and the State of Georgia due to contractual obligations.

## 5-3. Recommended Bylaws change

**Decision** The Board is recommending that a Bylaw change be proposed to create a President Elect position for future elections. Sandy will work with the Reference Committee to develop the motion.

## 5-4. Advocacy Committee update

**Decision** Sandy Brooks presented to the Board names of potential members of the ACAPT Advocacy Committee. The Board recommended to bring this up again to member institutions in a June Townhall.

## 5-5. ACAPT Liaison to the APTA Educational Leadership Fellowship

**Decision** A motion was moved, and approved by the Board to re-appointed Jill Heitzman to be ACAPT Liaison to the APTA Educational Leadership Fellowship.

## 5-6. Non-dues/member benefit consideration

**Decision** A motion was moved, and approved by the Board, for ACAPT to create a mechanism for researchers from an ACAPT member institutions who have an IRB-approved research study that addresses a valid entry-level DPT educational topic to be able to distribute a survey link to ACAPT members for a nominal fee.

## 6. Adjourn

**Note** The meeting adjourned at 2.33pm EST