

**The American Council of Academic Physical Therapy (ACAPT)
Special Meeting on Bylaws Amendments – May 23, 2023
Virtual Meeting**

Call to Order

Vice President Peter Altenburger, PT, PhD, called the special meeting on bylaws amendments to order at 6:02 p.m. CDT on Tuesday, May 23, 2023, on zoom. He reminded the audience of the protocols to be observed to ensure orderly and fair participation when attending virtually via Zoom.

Attendees were reminded to seek recognition in the following manner:

ATTENDING VIRTUALLY
During discussions, please raise your hand to seek recognition to speak. When your name is called to speak, please unmute, share your video, state your name and institution
Your entry in the Chat Box goes only to RC Committee member, Dr. Barry Dale, who will relay it to the chair. Sending messages to other attendees has been disabled.
If you plan to make an amendment, please submit the proposed language via the chat for our RC Committee to review and present.
All ACAPT representatives or designated alternate will enter their unique code for voting into www.menti.com and follow prompts to enter name, email and institution.

Introductions

Dr. Altenburger introduced the ACAPT Board of Directors and Executive Director: President Mark Reinking, PT, PhD, ATC, FAPTA; Vice President Peter Altenburger PT, PhD, John Buford PT, PhD; Marie Johanson PT, PhD; Denise Bender PT, JD, MEd; Beth Moody Jones PT, DPT, EdD, MS; Treasurer, Julia Chevan, PT, PhD; Executive Director, Sandy Brooks and Parliamentarian, Sarah Merkle, PRP-R. This meeting is also being supported by the members of Reference Committee, Dr. Barry Dale, Dr. Vicki LaFay, and Dr. Heather Ross

Quorum Established

133 required for a quorum. More than half of the 265 Member Institutions in good standing were present via Zoom. This meets our requirement for bylaws amendments. In lieu of a roll call, the attached list represents the delegates who properly signed into Mentimeter with their name and institution. There was a total of 149 members who joined the call.

Minutes Approval Committee

The chair appointed Drs. Denise Bender, Barb Sanders, and Marie Johanson to approve the minutes of this special meeting.

Appointment of Timekeeper

Vicki LaFay, PhD was appointed timekeeper.

Test of the Voting System

Dr. Altenburger asked the registered Member Institution Representatives to sign into Mentimeter using the password provided to them by ACAPT for one test question. There were 120 Representatives that participated in the one test question. There were 118 number of votes for yes and 2 for no. Those voting yes were in the majority and so we determined that the majority were thoroughly briefed.

Approval of the Order of Business and Standing Rules Governing the Agenda

On behalf of the Board of Directors, Director Denise Bender moved the adoption of the Order of Business and the Standing Rules Governing the Annual Meeting as printed and distributed with notice of the annual meeting (see attached). Motion adopted with no discussion.

- Vote on adoption of the standing rules: In favor 125 Opposed 0

There are two-thirds voting in the affirmative, and the motion is adopted. The Order of Business and Standing Rules for the meeting are adopted.

Amendment #	Motion Maker	Second	In Favor	Opposed
1. Composition of the board	Janette Scardillo, PT, DPT Univ of Scranton	Mark Bishop PT, PhD, FAPTA, Univ of Florida	58	69
2. Individual members holding office	Jamie Dehan PT, PhD, DPT, MS Univ of Saint Mary	Derek Liuzzo PT, DPT, PhD, MBA Univ of Tennessee Chattanooga	17	109
3. Finance	Julia Chevan, PT, PhD, MPH, OCS Springfield College	No second required on motions brought by the Board of Directors	115	7
4. ACAPT as institutional group of APTA	Mark Reinking, PT, PhD, ATC, FAPTA Regis University	No second required on motions brought by the Board of Directors	120	5

Amendment #1: The motion failed.

Amendment #2: The motion failed.

Amendment #3: The motion carried.

Amendment #4: The motion carried.

Adjournment

The meeting adjourned at 7:10 p.m. CDT

Denise G. Bender

Denise G. Bender, PT, JD, MEd, FNAP
ACAPT Director

Minutes Approval Committee

Denise G. Bender

Denise Bender, PT, JD, MEd

June 8, 2023

Date Approved

Barb Sanders

Barb Sanders, PT, PhD

June 8, 2023

Date Approved

Marie Johanson

Marie Johanson, PT, PhD

June 6, 2023

Date Approved

Attachment**VOTERS OF MEMBER INSTITUTIONS**

Member Institution	Person Voting on Behalf of the Institution
A.T. Still University of Health Sciences	Lori Bordenave
American International College	Tracy Brudvig
Angelo State University	Shelly Weise
Augusta University	Malorie Novak
Baylor University	Brian Young
Boston University	Diane Heislein
Bradley University	Melissa Peterson
Brenau University	Heather Ross
Briar Cliff University	Patrick Cross
Carroll University	Sara Deprey
Chapman University	Lynn Tierney
Chatham University	Melissa Bednarek
Cleveland State University	Suzanne Giuffre
College of St Scholastica	John Borstad
Concordia University-Saint Paul	Jeanne Lojovich
Creighton University	Kirk Peck
Creighton University - Phoenix	Stefany Shaibi
Drexel University	Lisa Chiarello
Duke University	Tiffany Hilton
Duquesne University	Benjamin Kivlan
East Tennessee State University	Beatrice Owens
Emory & Henry College	Eric Coley
Emory University	George Fulk
Florida Gulf Coast University	Arie van Duijn
Franklin Pierce University-NH	Meghan Rohde
Gannon University - Florida	Mollie Venglar
Gannon University - Pennsylvania	Carolyn Galleher
Georgia State University	Sujay Galen
Grand Valley State University	Todd Sander
Hardin-Simmons University	Jill Jumper
Hawai'i Pacific University	Kayla Black
High Point University	Jeff Taylor
Hunter College (CUNY)	Cristiana Collins
Husson University	Karen Huhn
Indiana University	Kristine Miller
Ithaca College	Laura Gras
Kean University	Dr. Elizabeth Locke
Loma Linda University	Larry Chinnock
Long Island University - Brooklyn Campus	Michael Masaracchio

Marist College	James Rauh
Marshall University	Scott Davis
Mary Baldwin University	Catherine Turner
Maryville University of Saint Louis	Jill Heitzman
MCPHS University	Betsy Fuller
Mercy College	Nannette Hyland
Methodist University	Stacia Thompson
MGH Institute of Health Professions	Laura Plummer
Midwestern University - AZ	Mia Erickson
Midwestern University - IL	Sarah Keller
Misericordia University	Susan Barker
Mount Saint Mary's University	Deborah Lowe
Mount St. Joseph University	Jamie Bayliss
Nazareth College of Rochester	Michelle Donahue
Neumann University	Scott Biely
New York Institute of Technology	Cheryl Hall
New York University	Wen Ling
North Central College	Sara Scholtes
Northeastern University	Pamela Donlan
Nova Southeastern University-Fort Lauderdale	Jennifer Canbek
Nova Southeastern University-Tampa	Kathleen Manella
Ohio University	Janice Howman
Oklahoma City University	Maria Jones
Old Dominion University	Eric Schussler
Pacific Northwest University of Health Sciences	Peggy Trueblood
Regis University	Mark Reinking
Saint Joseph's University	Lora Packel
Samuel Merritt University	Nicole Christensen
South College-Knoxville Campus	Alex Koszalinski
Springfield College	Julia Chevan
State University of New York Upstate Medical University	Adam Rufa
Stony Brook University	Susan Miale
Tennessee State University	Patricia King
Texas State University	Janet Bezner
The George Washington University	Ellen Costello
The Ohio State University	John Buford
The University of Alabama at Birmingham	Jennifer Christy
The University of Tennessee at Chattanooga	Derek Liuzzo
The University of Tennessee Health Science Center	Jacque Bradford
The University of Texas at El Paso	Alvaro Gurovich
The University of Texas Medical Branch at Galveston	Carole Tucker
Thomas Jefferson University	Devon Werner
University of California, San Francisco - San Francisco State University	Jeannette Lee

University of Central Arkansas	Kevin Garrison
University of Central Florida	William Hanney
University of Cincinnati	Amber Boyd
University of Connecticut	Maryclaire Capetta
University of Dayton	Mary Fisher
University of Delaware	Ellen Wruble
University of Florida	Mark Bishop
University of Hartford	Brian Swanson
University of Indianapolis	Stephanie Miller
University of Jamestown	Sara Voorhees
University of Kansas Medical Center	Patricia Kluding
University of Mary	Heather Lundeen
University of Maryland - Baltimore	Victoria Marchese
University of Miami	Neva Kirk-Sanchez
University of Minnesota	Sara North
University of Mississippi at the Medical Center	Melanie Lauderdale
University of Missouri	Brad Willis
University of Nebraska Medical Center	Betsy Becker
University of Nevada, Las Vegas	Merrill Landers
University of New England	Jennifer Audette
University of New Mexico	Beth Jones
University of North Dakota	Cindy Flom-Meland
University of North Georgia	Kimberly Castle
University of Oklahoma Health Sciences Center	Denise Bender
University of Pittsburgh	David Wert
University of Puget Sound	Holly Roberts
University of Rhode Island	Anne Marie Dupre
University of Saint Mary	Jamie Dehan
University of Scranton	Janette Scardillo
University of South Carolina - Columbia	Shana Harrington
University of South Florida	Douglas Haladay
University of Southern California	Julie Tilson
University of St Augustine for Health Sciences-California	Cherie Peters-Brinkerhoff
University of St Augustine for Health Sciences-Dallas	Thomas Werner
University of St Augustine for Health Sciences-Florida	Beth Ennis
University of Texas Southwestern Medical Center	Beth Deschenes
University of the Cumberland	Vicki LaFay
University of Wisconsin-Milwaukee	Wendy Huddleston
University of Wisconsin-Stevens Point	Kathryn Zalewski
Virginia Commonwealth University	Thomas Mayhew
Walsh University	Christine McCallum
Washington University in St. Louis	Steve Ambler
West Coast University	Robert W. Nithman
West Virginia University	Ivan Mulligan

Western Michigan University	Amy Heath
Western University of Health Sciences-California	Harsha Deoghare
Wheeling University	Alison Kreger
Whitworth University	Carrie Hawkins
Widener University	Robin Dole
Wingate University	Karen Friel
Youngstown State University	Nancy Landgraff

ACAPT Rules for the Business Meeting

Eligibility to Speak and Vote:

All ACAPT Representatives, or their registered designee, and individual members may speak; attendees who are not members of ACAPT must receive permission of the Representatives to speak. Only ACAPT Representatives, or their designee, may vote.

[ACAPT has a policy of strict compliance with all applicable antitrust laws](#) which apply, not only to formal meetings and calls, but also to any discussions on breaks, in informal settings, or at any other time. The antitrust laws prohibit competitors (including ACAPT members) from engaging in actions that could result in an unreasonable restraint of trade. As such, ACAPT members must avoid discussing certain topics when they are together, meeting virtually, or at any other time during which they are participating in an ACAPT-hosted event or forum of any sort. These topics include but are not limited to prices and fees (such as tuition), pricing strategies, discounts and promotions, wages, costs, market allocation, group boycotts, and *output reductions*. With respect to output restrictions, any discussion about the need or rationale for reducing the number of current or future PT academic programs is strictly prohibited. All participants are encouraged to remind each other of this policy. During formal events at the annual meeting, the presiding officer shall rule the member speaking out of order. Representatives may rise to a point of order if they feel comments or debate are not in compliance with the policy.

Conduct of the Meeting:

All members, whether attending the meeting in person or virtually, who wish to speak shall seek recognition of the chair and give his/her name and institution. Virtual attendees should seek recognition via the Zoom Chat Box which will be monitored by a member of the Reference Committee. In-person attendees shall approach a microphone in the room. Preference shall be given to Member Institution Representatives.

A timekeeper shall be appointed by the Chair.

No member may speak longer than two minutes at one time on any one question, nor more than once until all who wish to speak have been heard.

A member may speak for a third time, on any one question, only with the consent of the Chair or upon a majority vote of the members present and voting.

In debate members must limit their remarks to the merits of a question.

All questions of order or appeal shall be decided by a majority vote of representatives present and voting.

The rules contained in the current edition of Robert's Rules of Order Newly Revised shall govern ACAPT in all cases to which the rules are applicable and in which the rules are not inconsistent with ACAPT bylaws, standing rules, or any special rules of order adopted by ACAPT.