



AMERICAN COUNCIL OF ACADEMIC PHYSICAL THERAPY

Proposal to Amend Bylaws, 2024

| Proposal # | Title | Article | Section | Proposed by |
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| 2404 | Individual Memberships and Institutional Members | III | 1.A.1. 1.A.2. | ACAPT Board of Directors, presented by Amy Heath & Sara North |

| <u>Current Language:</u> | <u>Proposed Changes:</u> | <u>If Adopted:</u> | <u>Rationale/Financial Impact:</u> |
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| <p>Section 1: Categories and Qualification of Members ACAPT shall have members in the categories set forth below:</p> <p>A) Member Institutions 1) Institutions of higher education located in the United States of America with a physical therapist education program that is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE) and pays the annual dues to ACAPT shall be Member Institutions of ACAPT.</p> <p>2) Member Institutions shall be represented by one full-time core academic faculty member (as defined by CAPTE) in the program as designated by the program director (hereinafter referred to as the Representative.)</p> <p>a. Member Institutions shall identify their Representative each year at the time dues are paid.</p> <p>b. Member Institutions with more than one separately accredited physical therapist education program may have</p> | <p>Section 1: Categories and Qualification of Members ACAPT shall have members in the categories set forth below:</p> <p>A) Member Institutions <u>Institutional Members</u> 1) Institutions of higher education located in the United States of America with a physical therapist education program that is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE) <u>or granted Candidate for Accreditation status by CAPTE (PT candidacy Category A)</u> and pays the annual dues to ACAPT shall be Member Institutions <u>Institutional Members</u> of ACAPT.</p> <p>2) Member Institutions <u>Institutional Members</u> shall be represented by one full-time core academic faculty member <u>two full-time core faculty members</u> (as defined by CAPTE) in the program as designated by the program director</p> | <p>Section 1: Categories and Qualification of Members ACAPT shall have members in the categories set forth below:</p> <p>A) Institutional Members 1) Institutions of higher education located in the United States of America with a physical therapist education program that is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE) or granted Candidate for Accreditation status by CAPTE (PT candidacy Category A) and pays the annual dues to ACAPT shall be Institutional Members of ACAPT.</p> <p>2) Institutional Members shall be represented by two full-time core faculty members (as defined by CAPTE) in the program as designated by the program director (hereinafter referred to as the Representative.)</p> <p>a. Institutional Members shall identify their Representative each year at the time dues are paid.</p> | <p>Since ACAPT's bylaws were first established in 2015, institutional membership in ACAPT has required two stipulations:</p> <ol style="list-style-type: none"> 1. Member institutions are those in higher education located in the United States of America with a physical therapist education program that is accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE) and pay annual dues, and 2. Each separately accredited program shall pay dues annually to ACAPT. <p>The amended language would clarify the current bylaw language and create 2 separate categories of membership. This will allow for dues collection from expansion programs, putting ACAPT in compliance with our own bylaws and will allow for greater representative participation.</p> |



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| <p>one Representative for each of those accredited physical therapist education programs.</p> <p>c. Each Representative from any Member Institution must be a member in good standing of the Association.</p> <p>d. The Member Institution may change their Representative by written notice at any time to the American Council of Academic Physical Therapy (ACAPT).</p> <p>3) Academic and clinical education faculty (as defined by the Physical Therapy Clinical Education Glossary) of a Member Institution shall have access to ACAPT resources as determined by the Board.</p> <p>Section 2: Rights of Representatives of Member Institutions</p> <p>A) Representatives of Member Institutions shall have the following rights:</p> <ol style="list-style-type: none"> 1) To attend all ACAPT business meetings 2) To speak and debate 3) To make, co-sponsor, and second motions 4) To vote 5) To hold office 6) To designate an individual from the academic faculty of the Member Institution with authority to act according to the above rights on behalf of the Representative in his or her | <p>(hereinafter referred to as the Representative.)</p> <p>a. Member Institutions <u>Institutional Members</u> shall identify their Representative each year at the time dues are paid.</p> <p>b. Member Institutions with more than one separately accredited physical therapist education program may have one Representative for each of those accredited physical therapist education programs.</p> <p>c. Each Representative from any Member Institution <u>Institutional Member</u> must be a member in good standing of the Association.</p> <p>d. The Member Institution <u>Institutional Members</u> may change their Representative by written notice at any time to the American Council of Academic Physical Therapy (ACAPT).</p> <p>3) Academic and clinical education faculty (as defined by the Physical Therapy Clinical Education Glossary) of a Member Institution <u>an Institutional Member</u> shall have access to ACAPT resources as determined by the Board.</p> <p><u>B) Associate Institutional Members</u></p> <p><u>1) Institutions of higher education located in the United States of America with a physical therapist education program that has CAPTE-accredited expansion of program</u></p> | <p>b. Each Representative from any Institutional Member must be a member in good standing of the Association.</p> <p>c. Institutional Members may change their Representative by written notice at any time to the American Council of Academic Physical Therapy (ACAPT).</p> <p>3) Academic and clinical education faculty (as defined by the Physical Therapy Clinical Education Glossary) of an Institutional Member shall have access to ACAPT resources as determined by the Board.</p> <p>B) Associate Institutional Members</p> <ol style="list-style-type: none"> 1) Institutions of higher education located in the United States of America with a physical therapist education program that has CAPTE-accredited expansion of program accreditation status to an additional program offering (e.g., expansion program) and pays annual dues to ACAPT shall be Associate Institutional Members of ACAPT. 2) Associate Institutional Members shall be represented by one full-time core faculty member (as defined by CAPTE) in the program as designated by the program director (hereinafter referred to as the Representative.) <p>a. Associate Institutional Members shall identify their Representative each year at the time dues are paid. 2)iii) Each</p> | <p>Since the bylaws already indicate that the Board will determine the dues for membership, it is recommended that the Board consider dues rates for Associate Institutional Members at 60% that of Institutional Members. This is consistent with the rate charged to Expansion Programs by CAPTE.</p> <p>This amendment would increase the number of representatives for the members in the Institutional Member category. For Associate Institutional Members, there is no change in representation.</p> <p>An increase in the number of representatives creates a more inclusive organization and creates a larger pool from which individuals can volunteer within the organization.</p> <p>With an increase to 2 representatives for Institutional Members, there is less responsibility on one individual to gather perspective from and represent all the individuals within that institution.</p> <p>By maintaining 1 representative for Associate Institutional Members, programs with multiple expansion programs or programs in different geographic areas with disparate needs can have their voice included.</p> |
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| <p>absence. Delegation of the authority of the Representative of a Member Institution to an individual from the academic faculty from the same institution must be submitted in writing to ACAPT by the Representative of the Member Institution (or, in extenuating circumstances, by an administrative representative of the Member Institution) at least 1 week in advance of exercising a Member Institution's right to representation or hand-carried by the individual from academic faculty into a business meeting and presented to the Secretary prior to the start of the meeting.</p> | <p><u>accreditation status to an additional program offering (e.g., expansion program) and pays annual dues to ACAPT shall be Associate Institutional Members of ACAPT.</u></p> <p>2) Member Institutions Associate Institutional Members shall be represented by one program director or one full-time core faculty member (as defined by CAPTE) in the program as designated by the program director (hereinafter referred to as the Representative.)</p> <p>2i) Member Institutions Associate Institutional Members shall identify their Representative each year at the time dues are paid.</p> <p>2ii) Member Institutions with more than one separately accredited physical therapist education program may have one Representative for each of those accredited physical therapist education programs.</p> <p>2iii) Each Representative from any Member Institution Associate Institutional Member must be a member in good standing of the Association.</p> <p>2iiiv) The Member Institution Associate Institutional Member may change their Representative by written notice at any time to the</p> | <p>Representative from any Associate Institutional Member must be a member in good standing of the Association.</p> <p>b. The Associate Institutional Member may change their Representative by written notice at any time to the American Council of Academic Physical Therapy (ACAPT).</p> <p>Section 2: Rights of Representatives</p> <p>A) Representatives of Institutional Members and Association Institutional Members shall have the following rights:</p> <ol style="list-style-type: none"> 1) To attend all ACAPT business meetings 2) To speak and debate 3) To make, co-sponsor, and second motions 4) To vote 5) To hold office 6) To designate an individual of the Member Institution with authority to act according to the above rights on behalf of the Representative in his or her absence. <p>Delegation of the authority of the Representative of an Institutional Member to an individual from the academic faculty from the same institution must be submitted in writing to ACAPT by the Representative of the Member Institution (or, in extenuating circumstances, by an administrative representative of the Member Institution) at least 1 week in advance of exercising a Member</p> | <p>Please note, the Program Director may still be the core faculty member assigned as the representative for the member. It, however, does not HAVE to be the Program Director.</p> |
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| | <p>American Council of Academic Physical Therapy (ACAPT).</p> <p>Section 2: Rights of Representatives of Member Institutions Member Institutions Institutional Members and Association Institutional Members shall have the following rights:</p> <ol style="list-style-type: none"> 1) To attend all ACAPT business meetings 2) To speak and debate 3) To make, co-sponsor, and second motions 4) To vote 5) To hold office 6) To designate an individual from the academic faculty of the Member Institution with authority to act according to the above rights on behalf of the Representative in his or her absence. Delegation of the authority of the Representative of a Member Institution an Institutional Member to an individual from the academic faculty from the same institution must be submitted in writing to ACAPT by the Representative of the Member Institution (or, in extenuating circumstances, by an administrative representative of the Member Institution) at least 1 week in advance of exercising a Member Institution's right to representation or hand-carried by the individual from academic faculty into a | <p>Institution's right to representation or hand-carried by the individual from academic faculty into a business meeting and presented to the Secretary prior to the start of the meeting.</p> <p><u>Change Member Institution to Institutional Member wherever it appears.</u></p> | |
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| | business meeting and presented to the Secretary prior to the start of the meeting. | | |
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| <u>Conforming amendments:</u> <i>If the above amendment is adopted, the following amendments will be automatically adopted to conform to that decision.</i> | | | |
| <u>Change Member Institution to Institutional Member wherever it appears.</u> | | | |



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| Proposal # | Title | Article | Section | Proposed by |
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| 2405 | Individual Memberships and Institutional Members | III | 1. NEW | ACAPT Board of Directors, presented by Amy Heath & Sara North |

| <u>Current Language:</u> | <u>Proposed Changes:</u> | <u>If Adopted:</u> | <u>Rationale/Financial Impact:</u> |
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| <p>Section 1: Categories and Qualification of Members <i>none</i></p> | <p>Section 1: Categories and Qualification of Members <i>Add new Section 1.C.:</i> <u>C) Provisional Institutional Members shall be Institutions of higher education located in the United States of America with a physical therapist education program that are CAPTE-recognized pre-accreditation developing programs who have either submitted an Application for Candidacy but have not yet received Candidate for Accreditation status (PT candidacy Category B) or who have notified the Department of Accreditation that a Program Director has been employed (PT candidacy Category C) and pays the annual dues to ACAPT shall be Provisional Institutional Members of ACAPT.</u></p> | <p>Section 1: Categories and Qualification of Members</p> <p>C) Provisional Institutional Members shall be Institutions of higher education located in the United States of America with a physical therapist education program that are CAPTE-recognized pre-accreditation developing programs who have either submitted an Application for Candidacy but have not yet received Candidate for Accreditation status (PT candidacy Category B) or who have notified the Department of Accreditation that a Program Director has been employed (PT candidacy Category C) and pays the annual dues to ACAPT shall be Provisional Institutional Members of ACAPT.</p> | <p>This amendment to the bylaws would introduce a new membership category - Provisional Institution Member, which would apply to programs with application for candidacy or after notification that a Program Director has been hired.</p> <p>This new category would allow for developing programs to access the resources provided by ACAPT when developing the program - not after.</p> <p>A dues may be assessed by the board for this membership category.</p> |