



# AMERICAN COUNCIL OF ACADEMIC PHYSICAL THERAPY

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## BUSINESS MEETING AGENDA

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October 22, 2021 ♦ 1:30 - 5:00 PM

- A. Welcome and Call to order 1:30 pm
- a. Review ACAPT electronic voting options for motions  
*Note: that if anyone has new business they intend to present, please notify an [ACAPT board member](#) in advance of the meeting so we can plan accordingly to assure all are heard*
  - b. Establishing a quorum
  - c. Recognizing the Committee to Approve the Minutes
  - d. Recognizing the Timekeeper
  - e. Introducing the Reference Committee
- B. Adoption of the Order of Business 1:35 pm
- C. Consent Agenda 1:40 pm
- a. [National Equity, Diversity and Inclusion Commission](#) report to the ACAPT membership detailing the Commission's approved 5-year plan, budget, and progress to date.
  - b. [2021 Treasurer's report](#)
- D. President's Report 1:45 pm
- E. Approval of the 2020 Business Meeting Minutes 2:00 pm
- a. [2020 Business Meeting Minutes](#)
- F. Presentation of Motions 2:05 pm
- a. [AC-1-21 Amend by Revision the Bylaws of ACAPT](#) (see also a track changes version [here](#))
  - b. [AC-1A-21 Amend AC-1-21 Individual Members Qualifications](#)
  - c. [AC-2-21 Amend bylaws of ACAPT to Allow Faculty Who Are Not PTs to Become Individual Members](#)
  - d. [AC-3-21 Amend ACAPT Bylaws to Allow for Dues Increase](#)
  - e. [AC-4-21 Amend by Revision the Standing Rules of ACAPT](#)
  - f. [AC-5-21 Position on the Structure of Doctor of Physical Therapy Programs within the Parent University](#)
  - g. [AC-6-21 Clarity of Observation Hours in the Admissions Process](#)
  - h. [AC-7-21 Endorsement of the Academy of Orthopaedic Physical Therapy Pain Special Interest Group's Pain Education Manual](#)

*Should you wish to make an amendment to a motion, please contact the Reference Committee liaison identified in the motion in advance of the Business Meeting.*

- G. Break with Exhibitors 3:00-3:30 pm  
*Please return to your seats and be prepared to acknowledge the call for a quorum using the voting app at 3:30pm.*
- H. Re-Establishing a quorum 3:30 pm
- I. Presentation of Motions (*continued*) 3:40 pm
- J. New Business 4:10 pm
- K. Presentation of recipients of ACAPT awards 4:20 pm
- L. Recognition of Outgoing Leaders 4:30 pm  
*The work of ACAPT is the result of more than 230 volunteers. We are grateful for the countless hours and commitment of each person.*
- M. Welcome New Board Officers 4:40 pm
- i. Peter Altenburger, Vice President
  - ii. Denise Bender, Director
  - iii. Kim Varnado, Director
  - iv. Jill Heitzman, Nominating Committee Member
- All will assume office at the end of the Business Meeting and serve through October 2024*
- N. Presentation of 2022 Election Slate 4:50 pm
- a. Secretary
  - b. 2 Directors
  - c. Nominating Committee Member
- All positions will serve a 3-year term from October 2021-October 2024*
- Election materials are due to [acapt@acapt.org](mailto:acapt@acapt.org) by January 31, 2022
- Nominating Committee Members:
- i. Karen Friel, Wingate University, [k.friel@wingate.edu](mailto:k.friel@wingate.edu)
  - ii. Joanne Katz, SUNY Downstate Health Sciences University (New York), [joanne.katz@downstate.edu](mailto:joanne.katz@downstate.edu)
  - iii. Jill Heitzman, Maryville University of Saint Louis, [jheitzman@maryville.edu](mailto:jheitzman@maryville.edu)
- O. Adjournment 5:00 pm

## **ACAPT Rules for this meeting:**

### ***Eligibility to Speak and Vote:***

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

*In the event a designated representative is unable to attend the annual meeting, the institution may designate an alternate for the meeting. The alternate must be an APTA member within the institution following the guidelines for being a representative established by the ACAPT.*

### ***Conduct of the Meeting:***

*A member wishing to speak shall rise, address the Chair, wait to be recognized, and give his/her name and institution. If a microphone is available, speakers will be recognized in the order of their lining up at the microphone.*

*No member may speak longer than three 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.*

*A timekeeper shall be appointed by the Chair.*

*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 voice or standing vote by representatives present and voting.*

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