



AMERICAN COUNCIL OF ACADEMIC PHYSICAL THERAPY

ACAPT ANNUAL MEETING AGENDA

Thursday, October 12, 2023
5:30-8:00 PM Eastern

Philadelphia Marriott Downtown (1201 Market St, Philadelphia, PA 19107); Salon E&F - Level 5 Ballroom

To join virtually: <https://us02web.zoom.us/meeting/register/tZMoc--qrT4rE9Fuf2AYYJQ6ZOU1uwm-hdNM>

1. Welcome and Call to order - Vice President, Peter Altenburger 5:30 pm
 - a. Introductions of guests
 - b. Credentials Report (to establish quorum) – Secretary Kim Varnado
 - c. Appointment of the Committee to Approve the Minutes
 - d. Recognizing the Timekeeper
 - e. Test of the voting system
2. Adoption of the Order of Business and Standing Rules for the Meeting 5:35 pm
3. [President's Report](#) – Mark Reinking 5:40 pm
4. [Treasurer's Report](#) – Julia Chevan 5:50 pm

Questions invited in response to report disseminated with agenda 30 days prior to meeting.
5. CAPTE Chair update – Peggy Gleeson 5:55 pm
6. Presentation of Motions 6:00 pm
 - a. [AC 1-23: Full Transparency of DPT Education Program Quality](#)

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.
7. Open Discussion on Member Identified Critical Topics 6:15 pm

Topics will be shared in advance with members once submissions have been received and selected.
8. New business (if approved) 7:10 pm
9. ACAPT's Center for Excellence and the Institutional Profile Survey 7:20 pm
10. Awards & Recognition 7:30 pm
 - a. Presentation of ACAPT awards to recipients
 - b. Recognition of Outgoing Leaders
 - i. Consortia
 - ii. Board
 - iii. Nominating Committee
 - iv. Certificates of Commendation

11. [Elections 2024 schedule, positions, and application](#) – Nominating Committee 7:40 pm
Questions invited in response to report disseminated with agenda 30 days prior to meeting.
12. [Timeline for 2024 bylaws amendments and special meeting](#) – Reference Committee 7:45 pm
Questions invited in response to report disseminated with agenda 30 days prior to meeting.
13. PT PAC 7:55 pm
14. Adjournment of Business Meeting 8:00 pm

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 a 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.