

**CAPCSD**  
**Business Meeting Approved Minutes**  
**Saturday, April 13, 2019**  
**San Diego, CA**

**Call to Order** – Lisa Lucks Mendel, President

Lisa called the meeting to order at 8:00 a.m. and welcomed the members.

**Approval of Minutes** – Lisa Scott, Secretary

Lisa called for a motion to approve the minutes of the November 14, 2018, Business Meeting in Boston. There was a motion and second. The minutes were approved as present.

**Treasurer's Report** – Katie Strong

Katie recognized the work of the Financial Advisory Committee. She provided a financial report of the current assets for month ending March 2019.

Investments	\$675,337.46
Checking	\$127,042.57
Savings	\$346,643.00

The budgeted income from the conference, interest and investment income, membership dues, CSDCAS, and miscellaneous for fiscal year 2018-2019 is projected at \$1,200,794.00.

**President's Report** – Lisa Lucks Mendel

Lisa reported that membership dues would increase for the first time in ten years. Beginning July 2019, member dues increase from \$350 to \$500. Affiliate member dues remain at \$250.

**Past President Report** – Mark DeRuiter

Mark announced that elections open April 29. The ballot will be sent to Program Directors. Members have one vote per program. Candidate bios are available on the CAPCSD website.

President Elect Candidates:

Michael J. Bamdad, The George Washington University  
Carol C. Dudding, James Madison University

Secretary Candidates:

Jayne Brandel, West Virginia University  
Judith Wingate, Jacksonville University

**VP for Organizational Advancement** – Jennifer Taylor

CSD Education Survey - Jennifer reviewed the key dates for the CSD Education Survey that opens in August 2019. She encouraged all member programs to participate in this important survey.

CSDCAS – Jennifer recognized the 2018-2019 CSDCAS Committee and thanked them for their hard work. She presented the names of the new committee for 2019-2020. Jennifer announced that the first CSDCAS Applicant Data Report is now available. Megan Woods, Director of Centralized Admissions, reviewed some of the CSDCAS applicant data that was collected. 60% of SLP and Audiology programs now use CSDCAS to manage their applications.

**VP for Academic Affairs & Research Education** – Vikram Dayalu

Vikram announced the scholarships that were awarded in 2019, totaling \$151,000 this year.

- 7 PhD Scholarships – \$20,000 each (25 applicants)
- 2 Plural Publishing Research Scholarships - \$3,000 each (38 applicants)
- 1 Frances J. Laven Service Award - \$5,000 (49 applicants)

More than \$800,000 of scholarship funding has been distributed over the last five years. Vikram thanked the reviewers and mentors for their efforts in the process.

Critical Thinking Task Force – Vikram thanked the members for their service. He noted that the task force is in the process of compiling their findings and will present the first draft to the board shortly.

Interprofessional Education Committee - Vikram thanked the chair of the committee, Carolyn Higdon, and the committee members for their service. He noted the committee is working diligently to identify avenues to increase dialog among member programs with respect to IPE/IPP program development, implementation, and outcomes.

**VP for Program Resource Development** – Michael Bamdad

Michael noted that this year was the 40<sup>th</sup> anniversary of the annual conference. He thanked the participants and speakers for their contributions to a successful conference. Michael recognized the Conference Planning Committee and Leadership Academy Review Committee. He asked the Leadership Academy alumni in attendance to stand. This year, there were 514 pre-registered conference attendees, 20 Leadership Academy, and 30 Clinic Director Basic Training attendees. He encouraged attendees to complete the conference evaluation.

Michael presented the names of the 2020 Conference Planning Committee and invited everyone to next year's conference at the New Orleans Marriott, April 22-25, 2020.

**VP for Strategic Initiatives** – Jennifer Simpson

Jenn announced that a new database and website are coming late this summer. The database will allow CAPCSD to know more about member programs, enhance communication with members, and offer members more access to manage their membership. The website will have a fresh look, better layout, and provide resources for members.

Jenn recognized the members of the Media Strategy Committee and thanked Amanda Stead for all of her photos and social media postings during the conference.

**VP for Clinical Education Resource Development** – Elaine Mormer

Clinic Director Basic Training – Elaine said the training offers clinical education and clinic management sessions for Clinic Directors with less than five years or less experience. She thanked the Conference Planning Committee for their support during the training.

Clinical Education Resource Committee – Elaine recognized the current committee members. She stated there would be a new committee structure next year and presented the names of the committee chair and members.

eLearning Courses – Elaine said the first two courses launched May 2016. Each course has five modules for a total of 12.5 hours of learning per course. Courses 3 and 4 will launch later this year. To date, 10,361 modules have been completed by 2,035 individuals. CAPCSD collects data on users by profession and program. Access to the courses is available to all member programs at no cost. Elaine announced the eLearning Content Repository where members can access each learning module in the eLearning courses.

Task Force on Best Practices in Simulation eBook – Elaine thanked the task force for their efforts to produce the first CAPCSD eBook available on the CAPCSD website: Best Practices in Healthcare Simulations in Communication Sciences and Disorders Guide.

**Vice President for General Education (Beginning July 2019)** – Lisa Scott

New Initiative - Lisa announced that beginning in September, CAPCSD will offer webinars for faculty, administrators, and Ph.D. students; and courses on Ethics in Academic Environments. She presented the names of the members of the two new ad hoc committees: General Education and Distance Learning. Lisa said the Distance Learning committee is still being created and invited anyone interested in serving to contact her.

A Distance Education ad hoc committee will be formed to develop a “Best Practices in Distance Education in CSD” white paper.

2018-2021 Strategic Plan – The Board of Directors approved a new strategic plan earlier this year. Members are encouraged to review the plan that is available on the CAPCSD website.

Respectfully submitted,  
Lisa Scott, Secretary

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