

**CAPCSD Board of Directors
GoToMeeting Minutes Approved
Wednesday, March 25, 2020**

Board of Directors Present: Ann Eddins (*President*); Lisa Lucks Mendel (*Past-President*); Carol Dudding (*President Elect*); Vikram Dayalu (*VP for Academic Affairs & Research Education*) Elaine Mormer (*VP for Clinical Education Resource Development*); Jennifer Simpson (*VP for Strategic Initiatives*); Katie Strong (*Treasurer*); Jennifer Taylor (*VP for Organizational Advancement*); Jayne Brandel (*Secretary*); Mike Bamdad (*VP for Program Resource Development*); Mark DeRuiter (*VP for Professional Development*)

Board of Directors Not Present: Lisa Lucks Mendel (*Past-President*) left meeting at 6:30pm

CAPCSD Staff Present: Deborah Ortiz (*Executive Director*); Ned Campbell (*Director of Meetings & Continuing Education*); Megan Woods (*Director of Centralized Admissions*)

Meeting Start: 5:00pm EST **Meeting End:** 6:45pm

I. President – Eddins

- a. Virtual meetings in lieu of conference
 - i. April F2F Board Meeting – Ann will gather agenda items and then identify how much time is needed for a GoToMeeting
 - ii. Business Meeting – Will explore options that align with Policies & Procedures
 - iii. ASHA/CAPCSD – Ann will identify potential dates to meet with ASHA.
 - iv. AAA/CAPCSD – Ann will identify potential dates from AAA.
- b. Communication outlet for sharing resources RE: COVID-19
 - i. Jenn Simpson, Ned Campbell, Deborah Ortiz, Elaine Mormer, Vikram Dayalu, and Carol Dudding will develop a list of resources to provide programs and explore other ideas.
 - ii. Encourage the use of CAPCSD Conversation.
- c. April 15 Deadline
 - i. Ann has received emails about some programs not complying with the April 15th deadline.

II. Secretary

- a. Approval of Minutes
 - i. 2-28-20 – motion, seconded: Passed 11-0-0
 - ii. 3-12-20 – motion, seconded: Passed 11-0-0
- b. Approval to cancel the 2020 Conference occurred via email vote on 3-17-20: Passed 11-0-0

III. Staff Updates (Ortiz, Campbell, Woods)

- a. Conference updates (Ortiz)

- i. Currently refunding the conference registrations and communicating with various constituents (e.g., speakers, exhibitors, Leadership Academy, etc.)
 - ii. Marriott contract was cancelled without penalty as were other contracts – videographer, Leadership Academy, restaurants, Liaison.
- b. Liaison (Woods)
 - i. Paper transcripts are still being scanned in. However, this may not be possible if universities stop sending/providing official transcripts.
 - ii. Healthcare associations are having varying conversations about their CAS systems.
 - iii. Continuing to work through the issue with the emails.

IV. Treasurer’s Report - Strong

- a. Financials as of February 29, 2020
 - i. Fidelity Investments \$747,549.37
 - ii. First Bank Checking \$166,958.12
 - iii. First Bank Savings \$386,158.33
 - iv. Total Assets \$1,300,665.82

V. VP Program Resource Development – Bamdad

- a. CAPCSD 2020 cancellation details
 - i. Contracts were able to cancelled with no penalty.
 - ii. Marriott agreed to 2024 which was next open conference date.
- b. Leadership Academy: cancellation details/options for 2020 LA attendees
 - i. Speaker was willing to reschedule for next year’s conference.
 - ii. This will move the alternating schedule for the Leadership Academy to begin 2021, 2023, etc.
- c. Leadership Academy
- d. Announcement of “The Lisa Scott Leadership Academy” will be made during the virtual business meeting.
- e. CAPCSD 2021 Atlanta: Options for 2020 speakers
 - i. Will look to 2020 speakers for the 2021 conference
- f. Webinar options for CAPCSD 2020 speakers
 - i. Considering approaching some (~12) of the conference speakers to approach about doing webinars later in the year. This would not currently permit CEUs but could at a later date. Board approval is not necessary as these speakers are contacted and work with Ned to market these sessions.

VI. Vice President for Professional Development – DeRuiter

- a. Webinar updates
 - i. March 30 – Conflict Resolution (33 registered currently)
 - ii. April 2 – Mentoring PhD students (6 registered currently)
 - iii. April 29 – Teaching EBP has been moved (38 registered currently)
- b. Ad hoc Committee on Graduate Education in Speech-Language Pathology

- i. Report is almost finalized and should be ready for the Board soon. Two main recommendations: 1) Recommending to the ASHA Board of Directors that CAA look at accrediting optional Clinical Doctorate in SLP and 2) Evaluate undergraduate programs to identify what is going well. 3). Continue to examine graduate education in Speech-Language Pathology.
 - ii. The full report will be on ASHA's website.
- VII. President Elect – Dudding – no report**
- VIII. Past President – Mendel**
 - a. Update on nominations –
 - i. Motion to move the open the voting for President-Elect and Treasurer the week of April 13th and then end on Friday, May 1st, seconded – Passed: 11-0-0
 - b. Update on Honors and Awards – Plaques will be mailed to recipients
 - i. Announcement will be made in conjunction with Business Meeting
- IX. Vice President for Clinical Education Resource Development – Mormer**
 - a. Meeting with EDC
 - i. There has been a decrease in support issues.
 - ii. It was suggested that new promotion be done related to courses.
 - iii. They are ready to complete updates.
- X. Vice President for Organizational Advancement – Taylor**
 - a. CSDCAS
 - i. Recruitment committee members
 - 1. Motion to approve Joanne Cascia, Danai Fannin, Jennifer Kleinow, and Bryce Greenberg for Recruitment committee, seconded: PASSED: 10-0-0
 - ii. EMP
 - 1. Marketing is on hold. Looking at contacting key constituents to have some strategic recruitment activities initiated in the next few months.
 - iii. Update on CSDCAS committee search
 - 1. Continuing to identify potential members. Hope to present names at next meeting.
 - iv. Surveys (Megan)
 - 1. Survey has been sent out to survey programs regarding the idea of a coordinated re-opening of admissions after the April 15th deadline. This would be for programs concerned about not filling their seats.
 - a. 65% were concerned or very concerned.
 - b. 50% reported interest in re-opening.
 - 2. Survey on whether programs have PhD programs and if they are interested in having CSDCAS coordinate the application process be sent the end of March.

- v. June CSDCAS Committee Face-to-Face
 - 1. Cancelled and working on an alternate plan.

XI. Vice President for Academic Affairs & Research Education – Dayalu

- a. Updates – Scholarships, AAB Teaching Conference
 - i. Scholarship - Decisions have been made.
 - ii. AAB Teaching Conference – cancelled the May 22/23 training on teaching the language, speech, and hearing sciences courses was cancelled. Same instructors and attendees will be offered attendance to the 2021 conference.

XII. Vice President for Strategic Initiatives – Simpson

- a. Update on AuD externship working group
 - i. Plan was to meet at AAA face-to-face. Another meeting will be scheduled via GoToMeeting.

Respectfully submitted,

Jayne Brandel