

**CAPCSD Board of Directors  
Meeting Minutes Approved  
W Hotel Seattle, Washington  
Sunday, July 10 – Tuesday, July 12, 2022**

**Board of Directors Present:** Michael Bamdad (*Past-President*); Jennifer Taylor (*President*); Jennifer Simpson (*President Elect*); Shubha Kashinath-virtual (*VP of Research and Academic Affairs*); Kevin McNamara (*VP of Clinical Education*); Ashley Harkrider (*Treasurer*); Rachel Theodore-virtual (*VP of Admissions*); JoAnne Cascia (*Secretary*); Mark DeRuiter-virtual (*Ad Hoc VP of Online Professional Development*); Maya Clark (*VP of Organizational Advancement*); Tricia Montgomery-virtual (*VP of Professional Development*)

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

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**Sunday, July 10, 2022, 2:00 p.m. – 6:00 p.m.**

Board participates in a training regarding awareness, alignment, and accountability.

**Monday, July 11, 2022, 8:00 a.m. – 3:30 p.m.**

- I. Consent Agenda
  - a. Cascia made a motion to approve the June minutes. Taylor 2<sup>nd</sup>. 9 approve, 0 oppose, 2 abstain, 1 absent. **MOTION CARRIES**
  - b. Bamdad made a motion to approve the consent agenda items. Simpson 2<sup>nd</sup>. 10 approve, 0 oppose, 1 absent. **MOTION CARRIES:**
    - i. Motion to replace CPC member – Leanna Lawrence to replace Teresa Anthony for a two-year term
    - ii. Motion to seat CAPCSD Admissions Committee – Nicole Reisfeld to join for a two-year term. Jennifer Kleinow to step down.
    - iii. Motion to approve April Executive Session Minutes
    - iv. Motion to approve AAA/CAPCSD joint meeting minutes
    - v. Motion to approve ASHA/CAPCSD joint meeting minutes
    - vi. Motion to approve May Board meeting minutes
    - vii. Motion to approve DEI Committee/ CAPCSD Board meeting minutes
    - viii. Motion to approve the addition of Kyle Green-Pendelton as new member of the DEI Committee for a two-year term
    - ix. Motion to add Julie Wolter as the Chair of the Leadership Academy Committee for a two-year term
    - x. Motion to approve the budget as set forth on 6/27/22
    - xi. Motion to approve the Policies and Procedures as set forth on 6/30/22
    - xii. Motion to approve Cara Boester as new chair and Ann Eddins as new member of the Nominations Committee, each for a two-year term
    - xiii. Motion to reappoint Hannah Siburt to the Clinical Education Committee for a 2-year term

- xiv. Motion to appoint Brandi Newkirk, Amy Hadley, Michael Burns, and Ying-Chiao Tsao to the Leadership Academy Committee, each for a two-year term
- xv. Motion to approve the appointments of Craig Champlin to the Scholarship Committee and Laura Karcher to the IPE/IPP Committee, each for a two-year term

**Tuesday, July 12, 2022, 8:00 a.m. – 4:00 p.m.**

- I. Chair training completed
- II. SLP-A Program Consideration
  - a. Board received a request from Beverly Dunbar and colleagues in CA regarding eligibility for CAPCSD membership.
  - b. Board Discussion
    - i. Does it meet mission?
    - ii. Does it meet vision?
    - iii. Does it meet member values
  - c. Theodore moved to amend the bylaws to strike “baccalaureate or higher degree” from 3.3.1.A. 11 approve. 0 opposed. 0 abstains. **MOTION CARRIES**
- III. DEI Academy Discussion
  - a. Current Concerns: 1) cost 2) timing 3) previous discussion would be two, 90-minute sessions at CAPCSD conference.
  - b. Discussion regarding what is wanted and needed to meet mission, vision, and values for CAPCSD.
  - c. VPOA will take this back to the DEI Academy Ad Hoc Committee and present a proposal to board by September meeting.
- IV. Admissions Summit Proposal
  - a. Proposal received from Kerry Mandulak and Danai Fannin
  - b. Discussion regarding if it meets mission, vision, and values.
  - c. Theodore moved to approve the Admissions Summit proposal and funding of \$14,000. Simpson - 2<sup>nd</sup>. 11 approve. 0 opposed. 0 abstains. **MOTION CARRIES**
- V. IPE/IPP Webinar Series Proposal
  - a. Proposal received from IPE/IPP Committee to offer a series of webinars to be facilitated by committee members and supported by staff.
  - b. Kashinath moved to approve the IPE/IPP initiative at a cost of under \$1,000. Theodore - 2<sup>nd</sup>. 11 approve. 0 opposed, 0 abstains **MOTION CARRIES**
- VI. What is CAPCSD’s Communication Plan?
  - a. Concerns
    - i. Engaging members of our programs, social media, identifying definitions of member identity, reviewing membership survey
    - ii. Decision- Send back to Membership committee to discuss the needs of members

- iii. Send to Media Strategy committee to develop communication plan to submit to board by September
  - b. Current Ideas and Plans
    - i. Monthly newsletter from Board
  - c. Town Hall every other month: September 20<sup>th</sup>, 7:00 pm EST; November 29<sup>th</sup>, 7:00 pm EST
- VII. How do we refer to faculty at member programs?
  - a. Suggestions:
    - i. “Sponsoring program” and “individual member”
- VIII. CAPCSD membership survey
  - a. Board review and send to membership committee for thoughts and ideas
- IX. Remaining items for future strategic discussion/review from committee feedback
  - a. Communication plan
  - b. Membership survey and ideas from membership committee
  - c. ROI/ROM procedures of current programs
  - d. Systems/Dashboards
  - e. Excellence/Visionary Leadership
    - i. Partner organization
    - ii. Student communication
    - iii. Future leadership within programs with CAPCSD
    - iv. DEI
    - v. Clinical Director education/ clinical resources
    - vi. Code of ethics policy
    - vii. What is changing higher education?
  - f. Collaboration
    - i. CAPCSD Membership Survey
    - ii. Members
    - iii. Committee utilization
    - iv. Volunteer List utilization

Respectfully submitted by JoAnne Cascia, Secretary

**Recommendation for Motion for Approval- Admissions Summit Proposal**

Action Taken (check all that apply):

**Approval:** The proposal to include an Admissions Summit led by Kerry Mandulak and Danai Fannin at the 2023 CAPCSD Conference in Orlando, FL was discussed. Discussion including the Summit's alignment with the mission, vision, and values of CAPCSD. The proposal, including funding of \$14,000.00 was approved unanimously by the Board on July 11, 2022.