

**CAPCSD Board of Directors
GoToMeeting Minutes Approved
Monday, March 18, 2019**

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

Board of Directors Not Present: Katie Strong (*Treasurer*)

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

I. President – Mendel

- a. Preparations for April Conference/Meeting
 - i. Be thinking about agenda items for full-day meeting on Tuesday.
 - ii. Will be finalized a week ahead of time.
- b. Past President Pins have arrived at the JMS office in Tucson
 - i. Do we want to do something formal to distribute the pins?
 - 1. Lots of PPs may not be there.
 - 2. Instead in President’s message, state that people may see the pins and want to recognize the individuals for their service.
 - 3. Pins will be distributed to PPs with their nametags at the registration desk when they check in.
- c. Volunteer Recognition in San Diego
 - i. CPC has not talked about volunteer recognition or planned a special event for the 2019 conference; too late to get something organized (and get space) for this year.
 - ii. There are volunteer ribbons that will be handed out instead.
- d. Consultants for new SLP program
 - i. Program in Delaware asking for possible consultants who might be willing to contract to provide consultation.
 - ii. This is not a role for CAPCSD; instead, Ortiz will let the program know about Academy Solutions as a possible option.

II. Secretary

- a. Motion to approve minutes from January 2019 meeting. **MOTION CARRIES.**
- b. Motion to approve minutes from February 2019 meeting. **MOTION CARRIES.**
- c. An Electronic Motion was made on February 28, 2019, to approve scholarship awardees for the Laven, Plural, and Ph.D. awards. **MOTION CARRIED** on March 4, 2019.

- d. November Business meeting minutes will be sent out week of March 18 for Board to review/make edits before being sent to the membership via email the week before the April Business meeting.
- e. Update on General Education committee
 - i. Mark DeRuiter (U of Arizona) will chair
 - ii. Kenn Apel (U of S. Carolina) and Jana Waller (Ithaca College) will serve 2 year terms
 - iii. Erin Lundblom (U. of Pittsburgh) will serve a 3 year term
 - iv. Need an additional 2-year member, preferably audiology. Scott asked the Board to send input if they were aware of someone who might be good for this role.

III. Treasurer's Report – Given by L. Scott on behalf of K. Strong

- a. Financials as of 2/28/19
 - i. Fidelity Investments \$ 647,652.21
 - ii. First Bank Checking \$ 142,831.02
 - iii. First Bank Savings \$ 458,536.26
 - iv. Total Assets \$ 1,249,019.49
- b. Strong is continuing to work with Eddins and DeRuiter on drafting a financial reserve policy for review at April Board meeting

IV. Staff Report – Ortiz, Campbell

- a. Received a phone call from an admissions person at a university where we have awarded a PhD scholarship.
 - i. The admissions person asked how the money is disbursed, whether there were any guidelines about how that money should be used to support the doctoral program at the university? Essentially, does the institution get the money and then distribute it to the graduate student?
 - ii. No. The money is distributed directly to the student.
- b. Staff is busy with conference planning tasks.

V. President Elect – Eddins

- a. Modifications to the P&P will be approved at the April Board meeting. A draft of changes has been sent; please look at it prior to the April meeting.

VI. Past President – DeRuiter

- a. Partnering with Pearson
 - i. CAPCSD used to partner with Pearson for the EBE Briefs, short papers focused primarily on SOTL.
 - ii. Tina Eichstadt from Pearson contacted DeRuiter about meeting with CAPCSD to discuss partnership opporutnities, anything from conference sponsorship to identifying a project that the Board would like assistance in accomplishing.
 - iii. Pearson has a very strong relationship with the parallel version of CAPCSD in American Psychology Association.

- iv. A representative from Pearson will be at the CAPCSD conference to learn more about us and would like an opportunity to talk with some of us to learn more about CAPCSD and identify needs.
 - 1. How should we best pursue a meeting with them?
 - 2. Maybe Wednesday morning of the conference before we meet with ASHA/AAA, even just for 30 minutes?
- v. Should we have a Board discussion first about what we might want to propose? Put on the agenda for Tuesday's meeting.

VII. Vice President for Program Resource Development – Bamdad

- a. Two tasks for Board members
 - i. Leadership Academy Luncheon
 - 1. Will include a brief slide show to introduce the Board to the LA participants
 - ii. Newcomer Orientation
 - 1. If Board members are available to be there, that would be helpful.
- b. Conference registrations
 - i. In similar ballpark with registrations – we are at 471, last year at this time we were at 523. Typically experience a slight drop with west coast venues.
 - ii. No areas of concern for this year at this time.
- c. CPC member update and New Orleans planning meeting scheduled
 - i. June 24-26 for planning meeting
 - ii. Replacement for Harkrider will be made for the New Orleans CPC committee. Bamdad has contacted Hannah Siburt (U of North Carolina) and is waiting to hear whether she will accept.

VIII. Vice President for Clinical Education Resource Development – Mormer

- a. eLearning courses
 - i. Course 3 will be submitted to ASHA by end of this week for CEU review
 - ii. Course 4 reviews are back and there may be some revisions needed before it is submitted for CEUs.
 - iii. Module use
 - 1. Total number of individuals registered in the courses is 1,822
 - 2. 176 are audiologists, about 1,100 are SLPs, and then there are others but we don't yet have their profiles to know whether they are SLP or AuD.
- b. eLearning promotion activities
 - i. Blast email went out last week promoting the courses
 - ii. Working with Jennifer Simpson on planned social media blast for 1st week of April
 - iii. Kiersten at EDC is working on a newsletter template that can be customized by programs with their own university information. Will be launched at the conference
 - iv. After we've launched Course 3, Mormer will post something on Sig 11 listserv to announce it.
- c. Simulation eBook

- i. eBook is finished and Ortiz has been given info on verbiage for posting. Should be posted by 3/19/19.
 - d. Clinic Director Basic Training
 - i. Working with a few directors for the CDBT, especially from the panel on clinical tracking programs.
 - ii. One person cancelled and that spot has been filled, waiting for payment to confirm the registration.

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

- a. CAA meeting update
 - i. Discussion about Standard 1.9 – most commonly cited standard for non-compliance; discussion on how to accurately report the public statement and places to look for this information during site visit; discussion on the clarity provided for reporting employment data,
 - ii. CAA is going through its own strategic planning. Looking to adjust/modify how they do things related to their own internal processes.
 - iii. Site visitor training discussion about how to better engage and educate them, to learn more about how the CAA takes the report and information into consideration when it makes the final accreditation decision.
 - iv. Reminder to CAPCSD about reminding programs about the April 15 deadline
 - v. Another non-CAA/CAPCSD agenda item that was discussed was how CAPCSD is communicating about CAPCSD’s position on the original resolution brought forth regarding SLP-D. One question that was raised is whether programs even have resources/structure to move forward with the SLP-D, and are looking for a non-ASHA organization to take up this question.
 - 1. We already have CAPCSD representation on the ASHA Ad Hoc Task Force on SLP Graduate Education.
 - vi. Another off-agenda discussion: Facilitating the need to support faculty to evaluate the impact of providing IPE opportunities for graduate students. Is CAPCSD interested in supporting a pilot research program, research scholarship, or grant towards this effort. Dayalu plans to ask the IPP/IPE about developing a proposal.
- b. ASHA Academic Affairs Board update: A sub-group of the AAB reviewed the CSD survey and commented on the edits; Dayalu was able to provide feedback on these questions; discussion about some questions at the end of the CSD survey related to models of training graduate students; the general consensus amongst the members of the AAB was the need for some clarification on the use of the data collected from the questions related to models of graduate training; next call on March 20th.
- c. IPP/IPE Committee
 - i. Ongoing communication with the chair of the committee
 - ii. Committee has established a What’s APP group to facilitate internal communication; the committee members are collating content to post on the IPE blog
 - iii. Scheduled to meet with committee during the April conference
- d. Follow-up on Scholarship awardees: All scholarships monies have been disbursed

- e. Scholarships vs. grants and the Plural review process
 - i. Thanked the Board for supporting the scholarship process, thanked Ortiz for facilitating disbursement of the funds.
 - ii. Questions about how the Plural review process operates; Dayalu will talk with A. Singh and will update the board during the April meeting
 - iii. Should the PhD competition be called a scholarship or a grant?
 - 1. Keeping it as a scholarship may allow us to exert more control, calling it a grant may offer institutional control.
 - a. Grant may look better on student's CV.
 - b. If it were a grant, would the student's university require overhead?
 - c. Could we develop specific guidelines for how a grant is administered? How would we enforce the guidelines?
 - d. There may be an auditing impact as well.

X. Vice President for Organizational Advancement – Taylor

- a. The first-ever CSDCAS Annual Report will be available at the conference, and it will be presented to the Board on Tuesday afternoon by Woods.
- b. CSD Education Survey: Gave our feedback to ASHA staff, working on new timeline so it can get updated soon. May share at Business meeting.
- c. CSDCAS committee
 - i. Moving forward.
 - ii. Working on conference presentations right now.
 - iii. Need to establish what the committee's purpose is going forward and looking at what's been done for years, e.g., 3 presentations at conference, and examining whether there needs to be 3 each year (as one example)?
- d. Recommended CSDCAS committee members for next term
 - i. Motion to approve 3 new CSDCAS Committee members: Annette Hurley (AuD; LSU Health Sciences), Doug Parham (SLP; Wichita State); Laura Plexico (SLP; Auburn). **MOTION CARRIES.**
 - ii. Proposing to add another member on the committee as a "public member," someone who serves on the committee but is not faculty. Instead, is a person who does admissions at a university as the admin assistant. Nominating Melissa Fruscione from St. Mary's College (Indiana) for a one year term. Motion to include an ex officio public member for one year. **MOTION CARRIES.**
- e. Motion to approve new committee Operating guidelines. **MOTION CARRIES.**
- f. Communication plan is still in process, adding validation points.

XI. Vice President for Strategic Initiatives – Simpson

- a. Vote on Media Strategy Committee members
 - i. Three people currently on the committee would like to renew for another year of service: Leslie Grubler (Lehman College), Amanda Stead (Pacific University), Pam Terrell (U of Wisconsin-Stevens Point). Recommended we stagger their terms of continuation to 3-year, 2-year, 1-year terms. Simpson will go back to the committee and ask them who wants to serve these terms.

- b. Media Strategy Committee role at conference/photography
 - i. Simpson and Stead will be the only people at the conference from the Media Strategy Committee
 - ii. Bamdad will let Simpson/Stead know if they want something specific for pictures and videos.

- XII. Finishing up - Mendel
 - a. Please get April agenda items in asap
 - b. Ortiz has AAA agenda, will get ASHA agenda.

Respectfully submitted,

Lisa Scott