

COUNCIL OF ACADEMIC PROGRAMS IN COMMUNICATION SCIENCES AND DISORDERS

**Business Meeting
Chicago, IL
November 12, 2003
5:00 to 6:30 p.m., Hilton Chicago**

I. Approval of the minutes from the April, 2003 business meeting (posted on CAPCSD website).

Approved.

II. Announcements

1. President Saxman introduced new executive board officers:
James Mahshie, President-Elect
Amy Wohlert, Secretary
Nan Ratner, VP for Communication
2. Cheryl Scott, ASHA VP for Academic Affairs
 - a. introduced Loretta Nuñez, ASHA Director for Academic Affairs
 - b. urged attendance at the ASHA convention reception for researchers and the academic town meeting
 - c. announced that the PhD shortage is now an ASHA Focused Initiative.
3. Jay Lubinski, ASHA CFCC president, announced a new ruling by the CFCC in order to facilitate the certification process for PhD students: During the clinical fellowship, the required minimum number of clinical contact hours per week has been reduced from 15 to 5, with a maximum of 48 months allowed for completion of the clinical fellowship. Furthermore, the clinical hours can all be obtained in a clinical research setting so long as they are direct client contact hours.

III. Reports

A. President (John Saxman)

1. Membership report
No significant changes: of 252 graduate programs, 237 are members, and of 58 undergraduate programs, 19 are members.
2. Council activities and accomplishments
 - a. Regarding CFCC standards implementation and CAA reporting requirements, Saxman noted that programs have received notification from CFCC and CAA that the KASA will not be required for students' certification applications (from accredited programs), nor will it be required as the tracking instrument. Given that the membership adopted a resolution at the April meeting opposing mandatory use of the KASA, CAPCSD bylaws require that the resolution be sent to the membership for a vote. Therefore members will receive this ballot even though the situation has been remedied.
 - b. New initiatives:
Committee for doctoral guidelines

Committee for international issues
Committee on supervision
Online forums for general academic issues & for PhD issues
Additional PhD initiatives including joint committee with ASHA
Joint committee on academic assessment website
Comprehensive database and online survey being developed

3. Rating surveys: US News & NRC

CAPCSD is taking no formal position regarding the US News & World Report survey of SLP graduate programs that is currently being circulated, other than to ask members to participate responsibly if they choose to do so. The NRC (National Research Council) has not included communication sciences and disorders in its new taxonomy, meaning that doctoral programs in that area will not be ranked in its rating system. As an alternative, the council is exploring ways to create guidelines for excellence in doctoral education in our fields, and these guidelines may eventually develop into standards that programs could use as quality indicators.

B. President-Elect (James Mahshie)

1. Policy and Procedures Manual

Review and editing of the current manual is nearing completion.

2. Goals for the Year

A review of resolutions passed and resulting implementation is being undertaken to ensure that there is complete follow-through.

A perennial calendar of Executive Board and committee tasks is being developed to aid in planning and implementation of regular duties.

C. Past President (Richard Talbott)

1. Talbott offered clarification that the planned initiatives regarding doctoral preparation are focused on the research doctorate, not the professional doctorate.

2. Nancy Creaghead has been appointed chair of the honors committee.

3. The nominations committee consists of Mick Hanley, Colleen O'Rourke, and Rick Talbott. Members were encouraged to contact them with nominations for CAPCSD president-elect and treasurer.

4. The "mini-meetings" that regularly occur between the ASHA executive board and the CAPCSD executive board have been extended to include the AAA executive board, and discussions are underway to also include the executive board of the American Academy of Otolaryngology & Head & Neck Surgery (AAOHNS).

5. The locations for the CAPCSD annual conferences are as follows:

2004 Fort Lauderdale, FL

2005 Palm Springs, CA

2006 Sandestin, FL

2007 San Diego or Palm Springs, CA

6. The data committee is collaborating with ASHA for the major survey now underway. CAPCSD will retain access to the raw data to use as deemed appropriate by the council.

D. Treasurer (Malcolm McNeil)

McNeil presented the treasurer's report (see attachment to November 2003 EB Minutes) and noted that a balanced budget is projected for 2004. CAPCSD assets showed a modest increase over the past year. Members were urged to pay dues promptly and recruit additional programs for membership.

Audience member Jay Lubinski asked that dues invoices go out as soon as possible so payment can be made before programs' budgets are frozen or reduced.

E. VP for Communication (Nan Ratner)

1. Conference Proceedings

Former VP for Communications, Trish Hargrove, reports that the proceedings of the April 2003 conference will be on the council website by mid-November.

2. Survey

The survey is switching to an electronic process, which has entailed software glitches. Those should be fixed within the next few months, allowing the survey to be sent out in spring, 2004 via the CAPCSD website. Results should be tabulated by summer, 2004. Demographic and salary information will be collected.

F. VP for Professional Development (Robert Novak)

1. Update on 2004 Annual Conference

This is the 25th annual conference. The program includes format changes allowing improved offerings for clinical supervisors and more roundtables for special interest groups. Registration is now available online through the council website.

Novak requested that members sign up to be session facilitators and recorders for the conference.

H. VP for Standards and Credentials (John Ferraro)

1. Task Force on Supervisor Qualifications

The task force is evaluating the need for ASHA CCC status in order to supervise students, particularly in regard to advanced practicum for the professional doctorate in audiology. In some circumstances, a qualified supervisor might be an MD or other professional rather than an SLP or audiologist.

2. Revised Guidelines for KASA Use

Ferraro noted the positive action from ASHA CAA/CFCC in response to CAPCSD members' concerns regarding extensive and prescriptive use of the KASA summary document.

I. VP for Research and Academic Development (Janis Costello Ingham)

1. Thompson Delmar CAPCSD Scholarships

The announcement inviting applications for the scholarships has been e-mailed to programs, and a mailing is to follow. The intent of the scholarships is to encourage student research.

2. **Doctoral Initiative**

The PhD listserv is up and running; all are invited to participate.

A PhD Forum is scheduled immediately following the close of the 2004 CAPCSD conference business meeting.

Four projects re PhD shortage and quality of programs are in the planning stages, headed by the members of the RAAD committee:

a. Explore initiation of summer institute as enrichment for doctoral students (Kim Oller).

b. Develop a website for doctoral students and potential doctoral students, perhaps in coordination with ASHA (Jan Ingham).

c. Make list of current funding opportunities and related information to post on above listserv, including information for post-docs (Carol Stoel Gammon).

d. Make a compendium of minimum standards or guidelines for PhD programs; create a consensus for an ideal doctoral program, with CAPCSD support and member program input (John Durrant).

IV. New Business

No new business was presented.

V. Adjourn

The meeting adjourned at 6:25 p.m.