

**COUNCIL OF ACADEMIC PROGRAMS
IN COMMUNICATION SCIENCES AND DISORDERS**

**Conference Call
March 20, 2008
10:00 am EST**

**Minutes
Approved 4/9/08**

Members Present: Hooper (President), Masterson, Fox, Laven, Mendel, Messick, Reuler, Schwarz, Small
Members Absent: Kimelman

I. Call to Order

- The meeting was called to order at 10:00 am EST by Hooper, President

II. April 15 Notification Date for Graduate Students Offered Financial Packages

- Hooper sent CAPCSD agreement of April 15 deadline for students to respond to offers of financial assistance for graduate programs to 3 university Deans of programs who have not complied with the agreement

III. Approval of Minutes

Motion (Mendel/Messick): The minutes of the CAPCSD EB conference call meeting on February 21, 2008 were unanimously approved.

IV. Treasurer's Report

- Mendel distributed the budget report electronically to the CAPCSD EB
- The 2008-09 budget will be presented for discussion and approval at the CAPCSD EB meeting in April 2008

Action: Mendel will look into the availability of NIH grant support for the CAPCSD conference and for students at the conference.

V. CSDCAS

- Masterson attended a centralized application summit with Liaison International in Washington DC

Action: Kimelman will be the CAPCSD monitoring officer for CSDCAS for the next 2 years to insure continuity. Masterson will continue to serve on the committee and Hurtig will remain as Chair.

VI. Honors and Awards

- Masterson announced Honors and Award recipients on the CAPCSD listserve

VII. Nominations

Action: The following names will be presented to the CAPCSD membership as nominees for President-Elect: Jane Lieberman and Larry Small.

Action: The following names will be presented to the CAPCSD membership as nominees for Treasurer: Melody Harrison and Janet Patterson.

Action: Additional nominations will be called for at the CAPCSD Business Meeting in April 2008.

VIII. Communications Committee Update

- Messick reported that the statistician is currently looking at the data from the Demographic Survey
- The Communications Committee will meet May 27-29 in Pittsburgh to write the Demographic Report; the data will be from 2005-06
- The next salary survey will be in March 2009 and look at data from 2007-08

Action: Messick will talk to ASHA staff regarding switching the Demographic Survey to the spring and the Salary Survey to the fall each year.

Action: Messick is reviewing changes in the ASHA/CAPCSD HES Agreement and will send them to Hooper and Kimelman.

IX. CAPCSD Conference

- Small reported that there are currently 355 registrants for the conference (up from last year)
- 1039 room nights have been reserved which is more than originally requested
- The cruise is full and CAPCSD will have the whole upper deck
- All copying for the conference will be done at Innisbrook, saving money in shipping costs

Motion (Masterson/Reuler): The CAPCSD adopted the following cancellation policy for exhibitors and sponsors: Exhibitors will receive a refund of 1/3 of the cost if they cancel 2 ½ months before the conference. Refunds for sponsors who cancel will be considered on a case-by-case basis. Unanimous Approval.

Action: The CAPCSD EB will meet at 9:00 am in the Stirling Conference Center, Salon Q.

X. Summer EB Meeting

Action: CAPCSD EB will send Laven all available dates in June, July and early August for the summer EB meeting.

XI. Learning Object Exchange

- Reuler and Masterson will meet with the LOEx Editorial Board on Friday, April 11, 2008

XII. Adjournment

- The meeting was adjourned at 10:50 am EST

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