

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

**Conference Call
August 20, 2007
9:00 am EDT**

**Minutes
Approved 9/20/07**

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

Members Absent: Schwarz

I. Call to Order (Hooper)

- The meeting was called to order at 9:00 EDT by Hooper, President

II. Approval of July 20, 2007 conference call minutes (Reuler)

Motion (Fox, Mendel): The minutes of the CAPCSD Executive Board conference call meeting on July 20, 2007 were unanimously approved.

III. 2007-08 EB Calendar & Committee Lists (Reuler)

Action: Reuler will send calendar and committee list updates to the EB before the conference call on 9/20/07.

IV. Scholarship Committee (Fox)

Motion (Fox/Reuler): The CAPCSD will establish Scholarship Committee. The committee will consist of 3 members, appointed by the V.P. for Research & Academic Development. The members will serve for 3-year terms and the terms will be staggered. The Chair of the committee each year will be the committee member that is in the 3rd year of his/her term. The charge of the committee is to:

- **Oversee existing CAPCSD scholarships**
- **Facilitate the development of new awards**
- **Provide the V.P. for Research & Academic Development with an annual report**

Unanimous Approval

Action: Fox will distribute a copy of the proposal for the Scholarship Committee to the CAPCSD EB.

Action: Kimelman will include the establishment of the Scholarship Committee in the CAPCSD P&P Manual.

V. Membership Report (Laven)

- Laven gave update on CAPCSD membership

Action: Kimelman will contact the University of Florida to confirm that there are 2 CSD departments in the university

VI. White Paper Posting (Hooper)

Action: Laven will send Hooper's update on the White Paper and the responses to CSD department Chairs.

VII. Budget (Mendel)

Action: Changes to the 2007-08 budget will be approved during the conference call on 9/20/07.

VIII. Learning Object Exchange (Masterson)

- The LOEx Editorial Board will submit an RFP for developing and housing the LOEx infrastructure

IX. CSDCAS (Masterson)

- CSDCAS sub-committee Chairs participated in a web cast with Liaison International
- Sub-committee Chairs will travel to Watertown, MA to meet with Liaison International on Sept. 6 & 7 and will develop the specifications for the centralized application

Action: A letter of intent to participate in the centralized application system and a fee structure are currently being developed and will be sent to the CAPCSD EB for approval.

X. Summer Institute (Fox)

Action: Fox will propose new committee members for the Summer Institute Committee.

XI. Conference Update (Small)

- Speakers for the 2008 CAPCSD conference have been contacted and in the process of confirming their participation

Action: Masterson will let Small know who the CSDCAS speakers will be at the 2008 CAPCSD Conference.

Action: CAPCSD EB will send Fox ideas for topics for the Ph.D. Forum at the 2008 CAPCSD Conference.

Action: Fox will work with Laven to email CSD Chairs to solicit input for the Ph.D. Forum at the 2008 CAPCSD Conference.

XII. Ad Hoc CAPCSD Needs Committee (Kimelman)

Action: CAPCSD EB will email Kimelman, Chair of the Ad Hoc CAPCSD Needs Committee, as needs come up.

Action: Kimelman will contact the committee in early September to begin work.

XIII. NBASLH (Hooper)

- Hooper is working with NBASLH on the partnership with CAPCSD

Action: Reuler will send Hooper PowerPoint slides from the presentation at the 2006 CSAP meeting.

XIV. AAA (Hooper)

- Hooper will attend the 2008 AAA meeting

XV. Communications Update (Messick)

- The Demographic Survey will be launched in early Fall
- Messick is working on expanding the Communications Committee

Action: Hooper will write a thank-you note to members of the committee who are ending their term.

XVI. Adjournment (Hooper)

- The meeting was adjourned at 9:45 am EDT

Motions

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- Provide the V.P. for Research & Academic Development with an annual report. Unanimous Approval

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