



**Council of Academic Programs in Communication Sciences and Disorders
Board of Directors Meeting
Minutes
Wednesday, April 23, 2025**

CAPCSD Board of Directors Present: Katie Strong (*President*); Tricia Montgomery (*President Elect*); Jennifer Simpson (*Past President*); Heidi Verticchio (*VP of Professional Development*); Christie Needham (*Secretary*); Ashley Harkrider (*Treasurer*); Kevin McNamara (*VP of Clinical Education*); Shubha Kashinath (*VP of Research & Academic Affairs*); Erin Lundblom (*VP of Online Professional Development*)

CAPCSD Board of Directors Attending Virtually: Rachel Theodore (*VP of Admissions*); Maya Clark (*VP of Organizational Advancement*)

Staff Present: Ned Campbell (*Executive Director*); Mandie McKenzie (*Director of Professional Development*)

Call to Order

Katie Strong, President

- Called to order 8:02 AM EST

Approval of Consent Agenda

Katie Strong, President

- Board Reports
- Staff Report
- Update on Efforts to Protect Association Revenue in Tax Reform
- Nonprofits-under-fire-how-the-irs-can-and-cannot-revoke-federal-tax-exempt-status

Motion to approve the consent agenda.

Approve: 11 Deny: 0 Abstain: 0

Motion Carries

Approval of March Minutes

Christie Needham, Secretary

Motion to approve the March 2025 Meeting Minutes

Approve: 9 Deny: 0 Abstain: 2

Motion Carries

Treasurer's Report

Ashley Harkrider, Treasurer

- March 31, 2025
 - YTD Income - \$831,044.55
 - YTD Expenses - \$411,189.04
 - YTD Net Income – \$419,855.51
 - Fidelity Investments – \$2,140,078.42

Prepare for AAA, ASHA, and CAA/CFCC Meetings

Katie Strong, President

- The Board discussed agenda items for the AAA, ASHA and CAA/CFCC joint meetings.

DEI Committee Name Change

Maya Clark, VP of Organizational Advancement

- The VPOA discussed the suggestion of a name change for the DEI committee to better match what the committee represents. The Board discussed how the proposed acronym would represent the committee's work and how it correlates with CAPCSD's mission and vision. The VPOA will return to the committee for further clarification.

Membership Committee Discussion

Maya Clark, VP of Organizational Advancement

- The VPOA discussed the charge and functions of the Membership Committee. The Board engaged in discussion regarding how this committee serves the mission, vision, and strategic plan of CAPCSD.

Motion to sunset the Membership Committee at the end of current fiscal year June 30, 2025.

Approve: 11 Deny: 0 Abstain: 0

Motion Carries

Lisa Scott Leadership Academy Ad Hoc Committee

Katie Strong, President

- The Board discussed the possible charge and composition of an Ad Hoc Committee for the Lisa Scott Leadership Academy.

Committee Member Selection

Katie Strong, President

- The Board discussed volunteer lists and where volunteer skill sets may best meet the needs of CAPCSD.

Motion to approve the following individuals to committees as listed for a term beginning July 1, 2025 and ending June 30, 2027.

- ***Valarie Fleming, Joseph Ashenden, Jamie Desjardins, and Patti Johnstone to the Academic Affairs Committee***
- ***Steven Moates, Darya Hinman, and Heather Reading to the Clinical Education Committee***
- ***Lisa Barber, Danielle Reed, Juhi Kidwai, Deborah Scheble, and Whitney Perkins to the Diversity, Equity and Inclusion Committee***
- ***Melissa Ruscetta to the Admissions Recruitment Subcommittee***
- ***Ciara Leydon and Whitney Schneider-Cline to the Admissions Data Subcommittee***
- ***Shubha Kashinath and Jennifer Simpson to the Nominations Committee***
- ***Jennifer Friberg, Laura Chapman, Tiffany Hines, and Lauren Mann to the Online Professional Development Committee***
- ***Valeria Matlock to the IPE/IPP Committee***

Motion Carries

P&P Updates

Tricia Montgomery, President-Elect

- Committees and VP sections of the P&P are up to date. Make sure to review the edits so we can begin approving the changes.

Director of Admissions Search Update

Ned Campbell

- Have over 20 applications to date. After the pool is limited JMS will reach out to work with the President to coordinate the interview process for final candidates.

New LMS Update

Ned Campbell

- \$1970 would be an extension of 30 days so that movement of system from one system to another system. This allows the time needed to get everything moved over and completed.

Motion to approve \$1970 to support data transfer to the new LMS.

Approve: 9 Deny: 0 Abstain: 0

Motion Carries

Strategic Plan Status Updates

Katie Strong, President

- The Board updated the status of objectives in the strategic plan.

Budget Discussion

Ashley Harkrider, Treasurer

- The treasurer requested that Board members submit their budgets as soon as possible. The Board discussed if there are ways to increase supports for students in CSD in the upcoming budget.
- The budget will be presented to the board in May with vote to occur in June.

ASHF Advancing CSD Through Facilitated Dialogue: Impact and Future Innovations

- President spoke about participation in this event to represent CAPCSD.

Motion to support Katie Strong's to attend ASHF Advancing CSD Through Facilitated Dialogue: Impact and Future Innovations.

Approve: 10 Deny: 0 Abstain: 0

Motion Carries

Finalize Business Meeting

Katie Strong, President

- Reminder for the Board to review the business meeting slides.

Adjourn 2:54 PM EST

Respectfully Submitted,

Christie Needham, CAPCSD Secretary

Motions Documented from the Executive Session Meeting April 23, 2025

Motion to approve the following individuals to the RFP AMC Ad Hoc Committee: two past board members, past-president, VPCE, and VPOPD.

Motion Carries