



Minutes
Council of Academic Programs in Communication Sciences and Disorders
Board of Directors Meeting
Wednesday, June 18, 2025
10:00 a.m. - 12:00 p.m. ET
Virtual Meeting

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*); Erin Lundblom (*VP of Online Professional Development*); Rachel Theodore (*VP of Admissions*); Shubha Kashinath (*VP of Research & Academic Affairs*); Maya Clark (*VP of Organizational Advancement*)

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

Call to Order and Thank Yous

Katie Strong, President

- Meeting called to order at 10:02 AM EST

Approval of Consent Agenda

Katie Strong, President

- Board Reports
- May Minutes
 - **Motion to approve the May 9, 2025 Board of Directors Meeting Minutes.**
 - **Approve: 9 Deny: 0 Abstain: 2**
 - **Motion Carries**
- Staff Report
- Email/Response Regarding Board Composition

Motion: to approve the consent agenda as presented.

Approve: 10 Deny: 0 Abstain: 0

Motion Carries

Treasurer's Report

Ashley Harkrider, Treasurer

As of May 31, 2025

- a. YTD Income - \$1,960,176.16
- b. YTD Expenses - \$1,380,910.49
- c. YTD Net Income – \$579,265.67
- d. Fidelity Investments – \$2,137,539.99

2025-2026 Budget

Ashley Harkrider, Treasurer

- The Treasurer presented the proposed budget for the 2025-2026 fiscal year. She reviewed performance in 2024-2025 and how the budget for 2025-2026 was developed.
- The Board engaged in thoughtful discussion regarding income and expenses. The Board also clarified that even with a line item and budget how some money would be allocated may still need discussion. For example, the Board will seek proposals on how Board Development money would be spent to best meet the need of the organization in the upcoming year.
- The Board also discussed moving additional money to our investment accounts at this time.

Motion to deposit \$100,000 into our investment account.

Approve: 11 Deny: 0 Abstain: 0

Motion Carries

Motion to approve the 2025-2026 fiscal year budget.

Approve: 11 Deny: 0 Abstain: 0

Motion Carries

Investment Policy and Assessing Return on Investment/Return on Mission Ashley Harkrider,
Treasurer

- The Board discussed the proposed Investment Policy. Suggestions from the financial advisor about the policy were also discussed.

Motion to approve the Investment Policy presented with all suggested changes.

Approve: 11 Deny: 0 Abstain: 0

Motion Carries

- The Board discussed the rubric to be implemented when evaluating return on investment and return on mission.

Motion to accept the rubric to assess Return on Mission and Return on Investment for the next year.

Approve: 11 Deny: 0 Abstain: 0

Motion Carries

Honors and Awards and Nominations Committee Members Jenn Simpson, Past President

- The Board discussed seating the committee with the recommended members.

Motion to appoint Jennifer Watson, Donna Colcord, and Jessica Sullivan to the Honors and Awards Committee for a term of July 1, 2025 to June 30, 2027 and to appoint Shubha Kashinath to the Nominations Committee for a term of July 1, 2025 to June 30, 2027.

Motion Carries

Amendment to Association Management Company Request for Proposals Jenn Simpson, Past President

Motion to accept the changes to the Association Management Request for Proposals.

Approve: 11 Deny: 0 Abstain: 0

Motion Carries

Update on the Director of Admissions Search

- JMS has hired Teasha McKinley to fill the Director of Admission position. She will start in July 2025. JMS has also extended the agreement with Liaison to allow for a smooth transition and training.

Admissions Summit

Rachel Theodore, VP of Admissions

- The VP of Admissions presented the proposed budget for the Admissions Summit to run in 2026.

Motion to adopt the Admission Summit modified proposal for the 2026 year with suggested amendments.

Approve: 11 Deny: 0 Abstain: 0

Motion Carries

ASHA Ad Hoc Committee on Clinical Outplacement Scarcity in SLP Katie Strong, President

- The Board discussed who may best represent the Board on this committee. The current suggestion is to have Andy Clare as the CAPCSD member to the Ad Hoc Committee.

Motion to appoint Andy Clare as the CAPCSD representative to the ASHA Ad Hoc Committee on Clinical Outplacement Scarcity in SLP.

Motion Carries

IPE/IPP Learning Community
Affairs

Shubha Kashinath, VP Research and Academic

- This will be the third year for the IPE/IPP Learning Community. The committee would like to invite individuals who had applied in previous years first to participate and then, based on the spots available invite others to apply.
- The committee will also be discussing sunseting this committee moving forward.

Motion to allow the IPE/IPP Committee to modify the selection process for the 2025-26 IPP/IPE Learning Community to allow previous applicants the chance to participate and then use new applications to fill open slots as needed.

Approve: 11 Deny: 0 Abstain: 0

Motion Carries

Farewell and thank you

Katie Strong, President

- The President thanked Board members for their service this year in particular to those Board members who will be rotating off the Board: Shubha, Maya, Jenn, Rachel, and Kevin.

Meeting Adjourned 11:59 AM EST

Motions from Executive Session:

Motion to have the Director of Admissions attend all virtual and in-person Board Meetings.

Motion seconded.

Approve: 10 Deny: 0 Abstain: 0

Motion carries.

Respectfully Submitted,
Christie Needham, Secretary

