

**PAEA Business Meeting  
October 15, 2016  
Minneapolis, MN**

**Proposed Minutes**

**Voting Members Present:**

Kevin Lohenry, University of Southern California (LA); Miranda Collins, Marietta College; Reamer Bushardt, Wake Forest University (Bowman Gray); Karen Wright, George Washington University; Sandhya Noronha, Midwestern University (Downers Grove); Tracy Jackson, The CUNY School of Medicine; Virginia Snyder, University of Wisconsin - Madison; Carol Danter, Saint Louis University; Felix Nwamaghinna, SUNY Downstate Medical Center; Mary Von, Pacific University; J. Glenn Forister, Oregon Health & Science University; Jonathan Bowser, University of Colorado; Kyros Patch, Nova Southeastern University, Fort Myers; Christine Bruce, Penn State University; Donna Yeisley, Saint Francis University; Anthony Miller, Shenandoah University; Jared Pennington, Baldwin Wallace University; Terry Scott, University of Washington; Scott Massey, Slippery Rock University; David Irvine, Albany Medical College; Kathleen Lill, Marist College; Nora Lowy, Wagner College; Christopher Hanifin, Seton Hall University; Bridget Calhoun, Duquesne University; Ralph Rice, University of Florida; Heidi Miller, Rochester Institute of Technology; Karen Mulitalo, University of Utah; Grace Landel, Touro University - California; Dennis Brown, Quinnipiac University; Scott Black, University of Kentucky; Marvin Sparrell, Idaho State University; Donald Yager, South College; Michele Roth- Kauffman, Gannon University; Lisa Walker, MGH Institute of Health Professions; Jesse Coale, Philadelphia University; Paul Chelminski, University of North Carolina - Chapel Hill; Kathy Ervie, University of Missouri- Kansas City; Tatsiana Singh, Indiana State University; Zehra Ahmed, New York Institute of Technology; Doreen Parkhurst, Barry University; Cynthia Lord, Case Western Reserve University; Theresa Horvath, University of Bridgeport; Sara Nicely, Jefferson College of Health Sciences; Carl Garrubba, Chatham University; Kirsten Bonnin, Midwestern University (Glendale); Robert Philpot, Jr., Mississippi College; Karen Hills, Duke University Medical Center; Gilbert Boissonneault, Medical University of South Carolina; Betsy Ekey, University of Mount Union; Deborah Opacic, University of Pittsburgh; Roy Guizado, Western University of Health Sciences; Carol Biscardi, Monmouth University; Michel Statler, Rosalind Franklin Univ of Medicine; April Gardner, University of Toledo; Carl Fasser, Baylor College of Medicine; Calvin Finley, Nova Southeastern University, Ft. Lauderdale; Anthony Brenneman, University of Iowa; Michael MacLean, Northwestern University; Christopher Cooper, MCPHS University (Boston); Wayne Stuart, DeSales University; Mark Christiansen, University of the Pacific; Sandra Sieck, University of Wisconsin - La Crosse; Mary Warner, Boston

University School of Medicine PA Program; Sarah Lewis, Lock Haven University; Lawrence Herman, Gardner Webb University; Jill Reichman, Rutgers University; Michael DeRosa, Samuel Merritt University; Jeanie McHugo, University of North Dakota; Kimberly Dempsey, Eastern Virginia Medical School; Shannon Ijams, University of Oklahoma, Tulsa; Christa Dobbs, Red Rocks Community College; Lorilee Butler, Nova Southeastern University, Orlando; Gerard Marciano, Cornell University; Christina Robohm-Leavitt, Texas Tech University Health Sciences Center; Susan O. Cappelmann, Pace University; Carina Loscalzo, Hofstra University; Paul Allen, University of Texas - HS Center at San Antonio; Kim Darden, Wichita State University; Diana Noller, Arcadia University; Kirk Barron, University of North Texas HS Center Ft Worth; David Paulk, Mary Baldwin University; Kerry Whitaker, Nova Southeastern University, Jacksonville; Gerald Weniger, James Madison University; Maha Lund, Emory University; Wade Nilson, University of South Dakota; Rebecca Lovell Scott, Johnson & Wales University; Douglas Southard, Franklin Pierce University; Michael Murphy, Harding University; Alexandria Garino, Yale University School of Medicine; Amy Dereczyk, University of Detroit/Mercy; Richard Dehn, Northern Arizona University; Martha Sikes, Mercer University; William A. Childers Jr, West Liberty University; Kathryn McCluskey, Temple University Lewis Katz School of Medicine; Peter Kuemmel, Stony Brook University; Donna Agnew, Salus University; Richard Murphy, Tufts University; Lucinda Hirahoka, Stanford University; Wallace Boeve, Bethel University; Jennifer Snyder, Butler University; Patrick Auth, Drexel University; Melissa Bowlby, Ohio University

**Voting Members Not Present:**

Mark Payne, Adventist University of Health Sciences - Orlando; Thomas Moore, Alderson-Broaddus University; Dennis Rivenburgh, Anne Arundel Community College; Albert Simon, Arizona School of Health Sciences; Alicia Quella, Augsburg College; Judith Stallings, Augusta University; Theresa Riethle, Bay Path University; Gwen Ferdinand-Jacob, Bethel University; Robert Jay Amrien, Bryant University; Allan Bedashi, California Baptist University; Thomas Colletti, Campbell University; Jessica Grusnick, Carroll University; John Lopes, Jr., Central Michigan University; Katayoun Moini, Charles R. Drew University; Teresa Preston, Christian Brothers University; Keith Young, Clarkson University; Shaun Grammer, College of Saint Mary; Michelle Heinan, Concordia University; Robert Brugna, CUNY York College; Nicole Harder, Cuyahoga Community College / Cleveland State University; Renee Andreeff, D'youville College; Gregg Shutts, Daemen College; Joel Rand, Des Moines University; Richard Salcido, Dominican University; Alan Gindoff, East Carolina University; Karin Olson, Eastern Michigan University; Patricia Ragan, Elon University; Pete A. Gutierrez, Florida International University Herbert Wertheim College of Medicine; James Hull, Francis Marion University; Andrew Booth, Grand Valley State University; Linda Dale, Heritage University; Linda Sekhon, High Point University; Shelly Powers, Howard University; Rebecca Rebman, Indiana University School of Health and Rehabilitation Sciences; Ron Perry, Interservice; Lynn Lavia, Keiser University; Frances Angerer, Kettering

College; Diana Easton, King's College; Sean Kramer, Lake Erie College; Mary Springston, Le Moyne College; Richard Ball, Lenoir-Rhyne University; Rex Hobbs, Lincoln Memorial; Gerald Glavaz, Loma Linda University; Sharon Verity, Long Island University; Debra Munsell, Louisiana State University - New Orleans; Teresa Bigler, Louisiana State University - Shreveport; Jeremy Welsh, Lynchburg College; MaryJo Wiemiller, Marquette University; Judy Ortiz, Marshall B. Ketchum University; Lori Swanchak, Marywood University; Kristy Altongy-Magee, MCPHS University (Manchester/Worcester); Lorraine Cashin, Mercy College; Holly Jodon, Mercyhurst University; Christina Beard, Methodist University; Jaclyn Churchill, Miami-Dade College; Darci Brown, Misericordia University; Steven Dodge, Missouri State University; Trenton Honda, Northeastern University; Shonna Riedlinger, Ohio Dominican University; Daniel McNeill, Oklahoma City University; Sarah Deyo, Our Lady of the Lake; Lynn Eckrote, Pennsylvania College of Technology; Laura Levy, Philadelphia College of Osteopathic Medicine; Heather Heggem, Rocky Mountain College; David Payne, Rocky Mountain University of Health Professions; Regina Chen, Rush University; Teresa Thetford, Sacred Heart University; Karen Mielke, Saint Catherine University; James France, Seton Hill University; John Burns, South University; Tom Williams, South University, Tampa; Ingrid Patsch, Southern California University of Health Sciences; Donald Diemer, Southern Illinois University; Charles Milch, Springfield College; Kerry Humes, St. Ambrose University; Louise Lee, St. John's University; Eric Johnson, Stephens College; Steven Gaskins, Sullivan University; Sandra Banas, SUNY Upstate Medical Center; Richard Hopkins, The University of Findlay; Michele Zawora, Thomas Jefferson University; John Rongo, Touro College - (Bay Shore); Kristin Thomson, Touro College - (Manhattan); Philip Tobin, Touro University Nevada; Jack Goble, Jr., Towson University CCBC - Essex; Bret Reeves, Trevecca Nazarene University; Jodi Chewakin, Union College; James Kilgore, University of Alabama at Birmingham; Edward Williams, University of Arkansas; Gerald Kayingo, University of California-Davis; Jennifer Pack, University of Charleston; Sue Wulff, University of Dayton; Warren Gall, University of Dubuque; Michael Shannon Roscoe, University of Evansville; Michael Huckabee, University of Nebraska; Rhonda Feldman, University of New England; John Leggott, University of New Mexico; Todd Doran, University of Oklahoma, Oklahoma City; Jeffrey Easley, University of Saint Francis (Fort Wayne); Susan Gordon-Hickey, University of South Alabama; Amy Allen, University of South Carolina School; Michael Domino, University of St. Francis; Lekha George, University of Tennessee Health Science Center (Memphis); Frank Ward, University of Texas - Medical Branch at Galveston; Frank Ambriz, University of Texas Rio Grande Valley; Lesley Tipton, University of the Cumberland; Joan Ward, University of the Sciences of Philadelphia; P. Eugene Jones, UT Southwestern - School of Health Professions; John McGinnity, Wayne State University; Eric Vangsnæs, Western Michigan University; Rosalind Becker, Wingate University

**Board Members Present:** Jennifer Snyder, president; William Kohlhepp, president-elect; Stephane VanderMeulen, immediate past president; Carl Garrubba, treasurer; Howard Straker, secretary; Jonathan Bowser, director at large; Harry Pomeranz, director at large; Janie McDaniel, director at large; Kara Caruthers, director at large; Kevin Schuer, director at large; Michel Statler, director at large; John Ramos, student member at large.

**Senior Staff present:** Timi Agar Barwick, chief executive officer; Jennifer Jarmin, chief operating officer; Sara Fletcher, chief academic officer; policy officer; Sean Stickle, chief public affairs & diversity officer; Olivia Ziegler, assistant chief, academic affairs.

The meeting was called to order at 8:15 a.m.

1. **Approval of the Agenda.** Dr. Snyder proposed moving all the informational reports, except those for which authors had requested time to speak, to the consent agenda. Ms. Statler proposed to add the emergency resolution urging for transparency and evidence based dialogue among the Four Orgs to the consent agenda. A motion was made and seconded to move all listed items, including the emergency resolution to the consent agenda. ***A motion to approve agenda as amended was carried.***

2. **Election of Officers.** Dr. Snyder reported that the voting for the 2017 Board of Directors has been concluded. Lisa Mustone Alexander was elected President-Elect; Mr. Howard Straker was elected Secretary; Mr. Harry Pomeranz was elected Director-at-Large; Ms. Janie McDaniel was elected Director-at-Large. As the requisite majority for election was not reached for the remaining one Director-at-Large open position, program directors will be emailed instructions to vote in an online election for the one remaining Director-at-Large position.

3. **Approval of the Minutes of the November 2015 Business Meeting.** ***A motion to approve the minutes was seconded and carried.***

4. **PAEA President/CEO Report.** Dr. Snyder and Ms. Barwick had no additional information to add to their written report.

***A motion to accept the report as written and presented.***

5. **Financial Report and Treasurer's FY16 4th Quarter Report.** Mr. Garrubba reported that PAEA is in a strong financial position. Most excess revenues come from four budget categories: exam sales; Education Forum and exhibit sales, Pando™ workshops, and other program fees; membership dues; and professional services consulting. Mr. Garrubba reported that this was the first year of the new process for the Board's fiduciary review. Mr. Garrubba closed his comments with appreciation for

the Board, Finance Council, staff and others he has worked during his first year as Treasurer.

***A motion to accept the report as presented was seconded and carried.***

#### **6. Division Reports**

- A) Advocacy & Research – K. Caruthers
- B) Curriculum & Assessment – H. Straker
- C) Faculty Enrichment & Leadership Development – M. Statler
- D) Planning & Governance – H. Pomeranz
- E) Recruitment & Outreach – J. Bowser

***All reports were accepted as written and presented.***

#### **7. Liaison Reports**

- A) NAAHP – C. O'Hara
- B) SAAAPA – C. Sasek

***All reports were accepted as written and presented.***

#### **8. External Organization Reports**

***The AAPA, PA Foundation, NCCPA, nccPA Health Foundation, and PA History Society reports were removed from the consent agenda.***

A) AAPA – Ms. Pagel shared information about AAPA's Center for Healthcare Leadership and Management (CHLM), which has been in operation for a year and a half. This consulting business goes out to the health systems to identify how they can utilize PAs, how to include PAs in leadership positions within their C-suite, and to share what PA students can do within their system. This directly aligns with PAEA's vision of increasing relationships within the health systems, enhancing preceptor sites, and enhancing opportunities for students. This is an opportunity to move the profession forward and enhance students' experiences in each health system.

B) PA Foundation – Mr. Rohrs congratulated Ms. Barwick on her 25 years with the PA profession and expressed that it was a great honor to be entrusted with her scholarship. Mr. Rohrs stated that half of the PA Foundation are PAEA members. They have very close ties to the PA community. Over 60% of their grants awarded are connected with PA programs and students, with 229 candidates applying for at least one scholarship. Mr. Rohrs shared a video of a PA student who expressed her gratitude for receiving a scholarship and how it aided in her ability to continue her education. In the past, the grant cycle has been very general; however, this year the

grant cycle will focus on mental health. The PA Foundation will work with NCCPA on mental health initiatives and requested support from the industry.

C) NCCPA – Dr. Morton-Rias shared that NCCPA’s Board and staff have spent much of this past year gathering and analyzing data to inform the consideration of PANRE; a priority that began over a year ago. NCCPA’s task was to ensure that PANRE was relevant and meaningful to the reality of today’s practicing PA. Last year at this time, after a yearlong analysis of relevant assessment strategies and PA practice, NCCPA published a post recertification exam model and launched a public comment period. They invited feedback from a variety of stakeholders and relied on this feedback to continue this important work throughout the year. They surveyed PAs, state medical boards, and consumers, and will soon launch a survey of employers. NCCPA met in person with hundreds of PAs, including leaders of specialty care, and in state organizations to hear and understand their views and perform a rigorous analysis of available CME offerings and requirements. NCCPA continues to assess content and delivery, focusing on data-driven decisions that demonstrate an appropriate degree of responsiveness to certified PAs without comprising their public first mission. NCCPA’s Board reached a decision to discontinue the pursuit of a practice-based exam model. The Board decided to relax the essay in a PA student requirement and offer additional credits in fulfillment of the NCCPA requirement for those who share an interest in active learning strategies. The Board launched an effort to define core medical knowledge to increase and focus on content that is foundational for all PA practices regardless of setting, which means, over time, the content on the PANRE blueprint will be narrow and focused. NCCPA will explore other ways of recognizing the formable work that PAs are involved in to continue maintaining certification.

NCCPA is proud of their staff’s work, on the psychometrician statistics and exam development teams, to enhance the exam program and have made a variety of daily reports available to PAs and the profession. Members were encouraged to access the website and review reports. In 2015, NCCPA received an overall 98% satisfaction rate for all PAs who accessed their resources, either through phone or internet. NCCPA is proud of the widely versed, and broad representation of, PAs who dedicate their time and have shared their expertise through every aspect of their exam development endeavors. Over 96% of PAs who were eligible to recertify did so in 2015. In response to technological changes, NCCPA is implementing a three-year IT strategic plan that will further enhance disaster recovery and business continuity, providing more robust security for NCCPA systems and, most importantly, PAEA documents. NCCPA expressed appreciation for the two outstanding PA nominees who served on their Board. Dr. Morton-Rias is proud of the work that NCCPA does with PAEA in the development of PAEA’s exam programs and appreciates the relationship that NCCPA shares with PAEA.

D) nccPA Health Foundation – Ms. Lord detailed that they are the supporting organization of the NCCPA and their mission is to advance the role of certified PAs to include health. Ms. Lord discussed what they offer for educators and PA students. The nccPA Health Foundation is committed to funding small grants. PAs and PA students are doing amazing work to improve health and nccPA Health foundation supports those efforts in their core grant programs which develop grant writing skills, promote equitable care, and foster leadership, scholarship, and partnerships. There are two oral health grants supporting the integration of oral health in PA curriculum and through outreach. In addition, outreach grants supported volunteerism to address any community health need. nccPA Health Foundation awarded its first Kathy J. Pedersen Grant to promote equitable care; the recipient is conducting a pilot using text messaging to support the management of mental health diagnosis. Other grant recipients (PA educators, students, clinical PAs, and interprofessional partners) shared their volunteer experiences to foster equitable care about improving oral health and overall health through outreach. The nccPA Foundation seeks to ensure that more than 110,000 certified PAs, who practice in all settings and specialties, are best equipped to address the mental and behavioral health needs of all patients.

In October, the Foundation is convening a steering committee to foster information exchange and to identify shared goals about the opportunity to build the PA workforce capacity in mental and behavioral health. The Foundation thanked PAEA, NCCPA, ARC-PA, and PA-Foundation for identifying a representative to participate in the steering committee, and they look forward to sharing more about this exciting body of work. A larger convening will take place in 2017 to continue this dialogue and to design education and practice strategies to position PAs as champions for integrating mental health as part of overall health.

E) PA History Society - Ms. Mulitalo shared that they partnered with the National Library of Medicine (NLM) to design a six-banner traveling exhibit, titled “Physician Assistants: Collaboration and Care”, which describes how the profession developed as a solution to meet the social and health care needs of the mid - 20th century and continues to evolve today. The banner exhibition will travel to US public libraries and PA programs over the next five years (2017-2021). A special education comic book, featuring Chipper Wallet, will be compiled. It will feature all the comic strips from the 1960s to 2017 to celebrate the 50th anniversary and will be available on the website. For the 50th anniversary, the PAHx will develop a 50th anniversary toolkit to include a PowerPoint slide presentation, PA profession timeline (2 banner set), 50th anniversary poster, 50th anniversary bookmark for students, and a generic press release to distribute to university deans, presidents, and other faculty members. The PA History Society and the North Carolina Academy of Physician Assistants are working to expand and upgrade the John McElligott Veterans Memorial Garden at the Eugene A. Stead, Jr. Center for Physician Assistants. This sculpture garden will include engraved

name pavers to honor veterans and uniformed services PAs and their service to our country.

***All reports were accepted as written and presented.***

#### **10. Continuing Business**

A) Journal of Physician Assistant Education – *D. Asprey*

***The report was accepted as written.***

**11. New Business/Other Items** - The remaining 66 members (making a quorum) approved the 11 motions below for changes to the Bylaws and PAEA position policies, including the emergency resolution.

#### **Motions Received by Deadline**

##### **2016-BOD 1. Bylaws Amendment Article (various)**

**Motion:** *Be it resolved that the following amendment be made to the PAEA Bylaws.*

##### **ARTICLES in which will and shall appears:**

Throughout the Bylaws, “will” and “shall” will be removed, with conversion of the Bylaws to present tense, aside from instances where the original wording is necessary for clarity.

There was no discussion of this motion. A two-thirds majority was necessary to pass the motion because the motion was a bylaws amendment.

***The motion carried.***

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##### **2016-BOD 2. Bylaws Amendment Article 2.02**

**Motion:** *Be it resolved that the following amendment be made to the PAEA Bylaws.*

##### ARTICLE 2.02 PURPOSE

The Corporation’s purposes are limited to those set forth in Section 501(c)(3) of the Internal Revenue Code of 1986 as amended ~~and it WILL not engage in any activity that would not be in furtherance of this purpose.~~ PAEA SHALL **exists** for the purpose of mutual support among academic institutions sponsoring PA educational programs. PAEA promotes and assists PA educational programs in



the dissemination of information to applicants and students. PAEA is also committed to faculty development and the promotion of scholarship and research within the PA profession. PAEA is the representative organization of PA educators and may establish policy or make recommendations for Member Programs. PAEA facilitates communication among PA educational programs, and supports PA programs in the ongoing evaluation of and improvements in educational curricula and instructional methods.

There was no discussion of this motion. A two-thirds majority was necessary to pass the motion because the motion was a bylaws amendment.

***The motion carried.***

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### **2016-BOD 3. Bylaws Amendment Article 3.05**

**Motion:** *Be it resolved that the following amendment be made to the PAEA Bylaws.*

#### ARTICLE 3.05 TERMINATION

If the Board determines that a Member Program is in violation of the membership criteria stated in these Bylaws, **PAEA will notify that Member Program will be notified of its noncompliance in writing. Such notice of noncompliance SHALL be addressed to the Member Program Director in writing, setting forth the and SHALL set forth with specific the areas of** alleged areas of noncompliance with PAEA membership requirements. If, within 30 calendar days of receipt of formal notification of noncompliance with PAEA membership criteria, the noncompliant Member Program fails to satisfy the specified membership criteria, and/or fails to present a formal proposal to remedy the identified deficiency to be reviewed for approval by the Board, the Member Program's membership in PAEA will ~~SHALL~~ be terminated. The **Board in its sole discretion determines what is a** reasonable time period to remedy noncompliance ~~SHALL be determined by the sole discretion of the Board.~~

There was no discussion of this motion. A two-thirds majority was necessary to pass the motion because the motion was a bylaws amendment.

***The motion carried.***

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### **2016-BOD 4. Bylaws Amendment Article 3.07**

**Motion:** *Be it resolved that the following amendment be made to the PAEA Bylaws.*

Article 3.07. CRITERIA

**Membership is open to individuals and entities interested in and supportive of the Association and its purposes and that timely remit applicable dues within classes of membership as established by the Board.**

**All categories of membership must** ~~Member Programs, and any applicant for membership as a Member Program in PAEA, must satisfy the following criteria:~~

- **Provide PAEA information and data on program operations and characteristics as specified in the PAEA Policies and Procedures Manual.**
- **Comply with the PAEA Policies and Procedures Manual.**

**All Member Programs must satisfy the following criteria:**

- ~~Be The Member Program or applicant must be accredited through the Accreditation Review Commission on Education for the Physician Assistant ("ARC-PA").~~

~~The Member Program or applicant must provide to PAEA such information and data on program operations and characteristics as specified in the PAEA Policies and Procedures Manual.~~

- ~~The applicant must agree to **Provide**, and Member Programs must provide, annual data for the Annual Report on Physician Assistant Educational Programs upon PAEA request.~~

~~The applicant must agree to comply, and Member Programs must comply, with the PAEA Policies and Procedures Manual.~~

~~Membership is SHALL be open to individuals and entities interested in and supportive of the Association and its purposes, and that timely remit applicable dues within classes of membership as established by the Board.~~

There was no discussion of this motion. A two-thirds majority was necessary to pass the motion because the motion was a bylaws amendment.

***The motion carried.***

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## 2016-BOD 5. Bylaws Amendment Article 4.01

**Motion:** *Be it resolved that the following amendment be made to the PAEA Bylaws.*

### Article 4.01. BOARD AUTHORITY

Authority for all PAEA affairs ~~SHALL~~ **rests** with the Board. The Board implements policy and conducts the business of PAEA. The Board has the authority to:

- Conduct all PAEA business between membership meetings;
- Appoint a Chief Executive Officer ("CEO"), who **is** ~~SHALL~~ be an ex officio **non-voting** member of the Board ~~}; and one or more other officers as required to }~~ who ~~is~~ ~~SHALL~~ be responsible for the **for conducting** ~~of~~ the day-to-day operations of PAEA under the supervision of the President and the Board~~};~~;
- Submit reports of its activities at membership meetings;
- Remove from office any Board member who fails to perform required duties or for other good cause;
- Fill a vacancy in any PAEA office;
- Sign contracts on behalf of the organization;
- Designate performance of annual financial statement and audit;
- Promulgate educational policy and recommendations for members; and
- Organize Member Programs by region.

Except as otherwise provided by law or these Bylaws, the Board ~~SHALL have~~ **has** exclusive control over the property, funds, and affairs of the Corporation.

There was no discussion of this motion. A two-thirds majority was necessary to pass the motion because the motion was a bylaws amendment.

***The motion carried.***

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## 2016-BOD 6. Bylaws Amendment Article 4.04

**Motion:** *Be it resolved that the following amendment be made to the PAEA Bylaws.*

- Article 4.04. ELECTION  
The President Elect, the Secretary, the Treasurer, and the Directors at Large **are** elected by the affirmative vote of a simple majority of valid ballots cast by the voting representatives (including by proxy). Board candidates must meet eligibility criteria published by the Leadership Development and Recruitment

Council. The candidate list and the Board position for which such candidate is nominated, if applicable, ~~is WILL~~ distributed to Member Programs at least 20 calendar days before the election date. ~~Any Program Representative may nominate additional candidates from the floor at a membership meeting.~~ Candidates for the office of the Student Director ~~will be~~ **are** sought by open call to the PAEA membership and approved by the PAEA Board.

~~In an election in which no candidate for a particular office or a Director at Large position receives the required majority vote, another membership election will be held between the two nominees for such office or Director at Large position, as applicable, who had received the greatest number of votes. If a tie vote occurs between two or more candidates receiving the greatest number of votes, another membership election will be held between those candidates who are tied.~~

**In an election in which no candidate for an office (including the Director at Large positions) receives the required majority vote, or there is a tie vote, another membership election will be held. For officer positions, the runoff election will consist of the two candidates who received the greatest number of votes. For the Director at Large positions, the number of candidates in the runoff election will equal the number of positions remaining to be elected, plus one. This number of candidates shall be placed on the runoff ballot from the candidates having the highest number of votes, but who did not attain a majority.**

If for any reason any election cannot be held or is not held at a membership meeting the Board may arrange for the election to occur by ~~written~~ ballot submitted by postal mail and/or by electronic transmission.

There was no discussion of this motion. A two-thirds majority was necessary to pass the motion because the motion was a bylaws amendment.

***The motion carried.***

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## **2016-BOD 7. Bylaws Amendment Article 4.05**

**Motion:** *Be it resolved that the following amendment be made to the PAEA Bylaws.*

Article 4.05. TERMS

The Treasurer serves for 3 years. The Secretary serves for 2 years. The Directors at Large serve for 2 years. The President Elect serves for 1 year. At the end of

such term, the President Elect ~~SHALL~~ **becomes** President. The President serves for 1 year beginning immediately at the conclusion of the term as President Elect. At the end of such term, the President ~~SHALL~~ **becomes** the Immediate Past President. The Immediate Past President serves for 1 year beginning immediately at the conclusion of the term as President. No person may serve in the position of President (including President Elect and Immediate Past President) for more than one consecutive term. No person may simultaneously serve in two Board positions. No person may serve in the position of Secretary, Treasurer, or Director at Large for more than two consecutive terms. The Student Director is appointed by the Board and may serve one 2-year term, unless extended by the Board. Dates of terms **are** ~~WILL~~ be determined by the Board and published in the Policies and Procedures Manual. Terms of office **do** ~~SHALL~~ not terminate until: (a) the installation of a successor; (b) the effective date of one's resignation submitted in writing; (c) upon one's death; or, (d) upon removal from office or position in accordance with the provisions of these Bylaws.

A Board member who is no longer a faculty member at a Member Program or whose program loses its PAEA membership for any reason ~~WILL~~ remains eligible to serve in the Board position for up to one year, provided the Board member joins the Association as an Individual Colleague or a faculty member at an Institutional Colleague program **within 90 days of change in status**. Failure to attain status as a representative of a Member Program after one year will result in loss of eligibility to serve on the Board.

There was no discussion of this motion. A two-thirds majority was necessary to pass the motion because the motion was a bylaws amendment.

***The motion carried.***

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## **2016-BOD 8. Bylaws Amendment Article 4.09**

**Motion:** *Be it resolved that the following amendment be made to the PAEA Bylaws.*

### Article 4.09 DUTIES OF THE TREASURER

The Treasurer ~~WILL~~ **supervises** a process for the true, accurate, and complete accounts of all PAEA financial transactions and oversees the custodian of PAEA funds. The Treasurer ~~WILL~~ **presents** ~~prepare~~ annual financial statements, which are audited by a reputable independent auditing firm (appointed by a vote of the majority of the Board) and presented annually to the Board and membership. The Treasurer may be required to give bond in such sum and

with such surety determined and approved by the Board. The other duties of the Treasurer are to be assigned by the President or the Board.

There was no discussion of this motion. A two-thirds majority was necessary to pass the motion because the motion was a bylaws amendment.

***The motion carried.***

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## **2016-BOD 9. Bylaws Amendment Article 9.01**

**Motion:** *Be it resolved that the following amendment be made to the PAEA Bylaws.*

Article 9.01. BYLAW AMENDMENTS

Amendments to these Bylaws may be initiated by the Board, advisory body, or a Member Program. Proposed amendments to be brought forth at the annual membership meeting must be submitted in writing to the PAEA national office a minimum of 75 days before the annual membership meeting.

~~All motions including financial implications, together with a statement from the Governance Council on the motion's implications, will be published in the PAEA Networker and/or other appropriate communications vehicles at least 20 days prior to the Business Meeting.~~

**All motions submitted by the deadline, including financial implications and a statement from the Governance Council on the motion's implications, must be published in the PAEA Networker and/or other appropriate communications vehicles at least 20 days prior to the Business Meeting.**

**Late motions are defined as those motions submitted after the deadline but prior to the 20-day notice of publication. The Governance Council will review each late motion and report to the Board. A two-thirds (2/3) vote of the Member Programs present and voting is necessary to accept the late motions for consideration.**

**Emergency motions shall be defined as those motions submitted after the 20-day notice. Emergency motions are to be submitted under "additional new business" and distributed to the Member Programs for review. Emergency motions require an 80 percent vote of Member Programs present and voting for consideration.**

The Bylaws may be amended by Member Programs at a meeting at which a quorum of Member Programs is present: ~~(a) by a two-thirds vote of Member Programs present and voting, if the advance notice required above is provided.; or, (b) by an 80% vote of Member Programs present and voting if less than required notice, or no notice, is provided.~~

The Governance Council ~~has WILL~~ have the authority to correct typographical, formatting, and/or grammatical errors provided they do not alter the intent of the PAEA Bylaws. The Governance Council ~~will~~ **gives** an accounting of these changes in the Planning & Governance Division's annual report to the Board and the membership.

These Bylaws may also be altered, amended, or repealed and new Bylaws may be adopted with review and recommendation by the Governance Council, **and** by the affirmative vote of two-thirds (2/3) of the Board and subsequent approval by the membership, provided that any such alteration, amendment, repeal or adoption is consistent with requirements of section 501(c)(3) of the Internal Revenue Service Code.

There was no discussion of this motion. A two-thirds majority was necessary to pass the motion because the motion was a bylaws amendment.

***The motion carried.***

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### **2016-BOD 10. Position Policy #9**

**Motion:** *Recommend that the Board refer the policy to the appropriate body for a rewrite and/or editing and report back to the 2017 business meeting.*

Position Policy 9      INTERPROFESSIONAL EDUCATION

The Physician Assistant Education Association endorses interprofessional education for PAs and encourages efforts to promote and encourage interprofessional education and practice.

There was no discussion of this motion. A simple majority was necessary to pass the motion because the motion was a change to Position Policies in the PAEA Policies and Procedures Manual.

***The motion carried.***

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## **2016-BOD 11. Position Policy #14**

**Motion:** *Be it resolved that the following amendment be made to the PAEA Position Policy.*

Position Policy 14    ~~PRIMARY CARE~~ **PATIENT-CENTERED** MEDICAL HOME

The Physician Assistant Education Association (PAEA) is supportive of the concept of the patient centered medical home (PCMH) **which incorporates all primary care providers (PCPs)**, as an approach for providing comprehensive team-based primary care.

There was no discussion of this motion. A simple majority was necessary to pass the motion because the motion was a change to Position Policies in the PAEA Policies and Procedures Manual.

***The motion carried.***

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## **2016 PAEA Resolution Urging AAPA to Commit to a Transparent and Evidence-Based Dialogue with the Four Orgs**

**Motion:** *Be it resolved that the PAEA:*

1. strongly urges that any additional activity leading to the design or development of a new certification body be suspended; and
2. strongly urges that AAPA, PAEA, NCCPA, and ARC-PA conduct a transparent and evidence-based dialogue on the potential impacts on the PA profession (both positive and negative) of any changes to certification or recertification.

There was no discussion of this resolution. The resolution was divided and voted on separately. A simple majority was necessary to adopt the resolution.

***The resolution adopted.***

The meeting was adjourned at 9:13am Central.