

**CAAHEP Annual Meeting  
April 30, 2012**

Meeting called to order by President Hugh Bonner at 2:00 pm.

**Review and Approval of Minutes from the April 11, 2011, meeting.**

Motion for approval of April 11, 2011, minutes. Seconded and approved.
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**President's Report.** President Bonner referenced his prepared written report provided in the program material.

**Treasurer's Report.** Treasurer Calvin Harris had submitted a written report and there were no additional comments or questions.

**Executive Director's Report.** Kathleen Megivern referred to the staff report presented in the meeting material.

**Final Report of Nominating and Elections Committee.** Nominating and Elections Committee Chair, Judy Jondahl, reported that there was one additional nomination from the floor. Thomas Skalko was added to the final slate as a candidate for the Committee on Accreditation representative on the Board. Ms. Jondahl reviewed the final ballot:

For one opening:

Susan Fuchs, sponsoring organization representative  
Carol Mitchell, sponsoring organization representative

For one opening:

Yasmen Simonian, ASAHP/four year deans representative

For two openings:

Susan Muller, Committee on Accreditation representative  
Kalyani Naik, Committee on Accreditation representative  
Thomas Skalko, Committee on Accreditation representative

For one opening:

Carolyn O'Daniel, NN2/two year deans representative

**Bylaws Committee Report:** Kalyani Naik, Bylaws Committee member, presented the proposed changes to the Bylaws, which included:

Amendment #1: Delete Article IV - Definitions

Amendment #2: Addition to Article V – Membership

Amendment #3: Changes to Article V - Commission

Amendment #4: Changes to Article IV – Board of Directors

Amendment #5: Changes to Article VII - Committees

Motion to approve all Amendments to the Bylaws as presented. Seconded and approved.

**Special Commissioner Reports:**

Katie Bowe, Recent Graduate Commissioner, presented an overview of CAAHEP’s Facebook page and shared her You Tube video on why it is important for students to select a CAAHEP accredited program.

Dr. Suzan Bowman, METC Director of Standards & Evaluation, presented the Department of Defense Commissioner’s update on the progress of the Medical Education and Training Campus at Ft. Sam Houston, Texas.

**Other Business:**

The Cytotechnology Programs Review Committee requested the Commission’s approval of three new Sponsoring organizations:

Motion to approve the American Society of Clinical Pathology, the American Society for Cytotechnology, and the College of American Pathologists as sponsors of the Cytotechnology Programs Review Committee. Seconded and approved.

The Committee on Accreditation of Emergency Medical Services Professionals requested the Commission’s approval to add one new Sponsoring organization:

Motion to approve the International Association of Fire Fighters as a sponsor of the Committee on Accreditation for Emergency Medical Services Professions. Seconded and approved.

**Open Forum for Discussion of Issues of Concern to Commissioners:**

Kathleen Megivern announced that the strategic planning by the Board included discussion of reformatting of the annual meeting, and that CAAHEP will be surveying the Commissioners on this idea. She asked that attendees please respond to the electronic survey so that the Board can make an informed decision.

Keith Orloff, on behalf of the ARCST/SA, thanked CAAHEP, the Board, and Kathleen Megivern for the assistance with recent appeal. Ms. Megivern noted that the Board made changes to the appeals policy at its meeting just prior to the Commission’s Annual Meeting and an updated Policy Manual will be available shortly after the meeting’s conclusion.

**Announcement of Elections Results**

Judy Jondahl reported the verified election results: Susan Fuchs, Yasmen Simonian, Kalyani Naik, Carolyn O’Daniel, and Thomas Skalko will serve on the 2012-2013 Board of Directors.

**President's Award**

CAAHEP Vice President Cameron Harris presented Hugh Bonner with a President's Gavel Award in appreciation for his dedication and service to CAAHEP.

**Adjourn**

There being no additional business to conduct, the 2012 Annual Meeting adjourned at 2:21 PM,