

ARCHIVE OF CSAP DISCUSSION LIST BY TOPIC

BOARD ISSUES

Topic: **Student Board Representatives**

Date Originated: June 7, 2005

Originator: Kerri Phillips, SLP.D., CCC-SLP, President, Louisiana

Original Message:

Hello to all. Do any of you have student representatives on your Board of Directors? If so, how do you appoint or elect these individuals? Thanks for your comments!

Responses:

- a. Pennsylvania has a non-voting student liaison. Students submit an application to the board and the liaison is selected by a committee appointed by the president. Student serve a one year term with re-appointment for an additional term by mutual consent (board offers and students accept or decline). The student is officially mentored by the immediate past president whose budget includes financial support for the student liaison (for postage, copying, etc). Shari Robertson, PSHA President
- b. We have one student representative on the Executive board of MSHA (Michigan). (Our board is large--we have 22 people on it). This individual serves for one year, is elected, and has voting privileges. In addition we have another individual (a professional) who is the VP for Student Affairs who coordinates various student issues. As a practical matter (even though the student board position is an elected one) we routinely try to find a student to run from a different university program within the state every year. Board members may 'invite' particular students to run for office. Typically our slate is one person running for an office). Our current student rep. graduated this spring with a masters and left the state for a PhD program in Nebraska, so I am appointing a successor to fill the position. Kerri, do you think you could 'collect' all the responses you receive and create a little chart which gives some idea of the different approaches? We (at CSAP) may be interested in creating a standing database of info. Which can be periodically updated and amended so this info. is readily available as 'new' officers enter the group. I know I have benefited from reading some of the past PowerPoint presentations posted on the website relative to various topics. Liz Stevens, President, Michigan Speech-Language-Hearing Association
- c. In NY we have a non-voting student director appointed by the president. We change the region each yea & the president asks for recommendations from program directors. Sheila Bernstein, President NYSSLHA
- d. In Arizona we have a student representative from our three state universities. We contact the NSSLHA chapter president at each location and they find someone interested in the position. Some meetings one person shows up and other meetings we may have all three, it just depends on their schedule. As far as

- voting goes, there is only one vote for the position (so if all 3 are present, they can only make one vote between them). Amy Heck, M.A., CCC-SLP, President Elect, Arizona
- e. In Tennessee, all NSSLHA chapters are asked to send one student rep to the quarterly EC meetings. Expenses are paid. They do not have a vote but do give student input and have a voice. We mostly get local university participation because of travel and distance. It is always a pleasure to mentor these students in this way. Terri Philpot, Past President, TAASLP
 - f. In Connecticut we do not have student representatives at this time though we have had the discussion a couple of times. We do give students free membership in the association and also give free membership to people the year they are completing their CFY. Vernice Jury President CSHA
 - g. Kerri, in California we have two student representatives-one from the north and one from the south. They serve alternating two year terms. Students from the various training programs in the area where the opening is to occur are asked to apply by sending a Vita and a letter of intent. The President and President-Elect review the applications and an appointment is made. Lisa O'Connor
 - h. In NJ we just amended our by-laws to include a student on our board. The student will be appointed by the president for a one year renewable term. The position is non voting. Nancy Patterson, President, NJSHA
 - i. In Florida we have student liaisons from each university program who report to a Chair of the Student Liaisons. The Chair reports to the President and attends Executive Board meetings when possible. It is not a voting position. The President selects the Chair but typically there is someone the outgoing Chair is mentoring into the position. Lynn W. Miskiel, M.A., CCC-SLP/A, FLASHA Past President
 - j. In Ohio, we have an elected Student Interest Representative who does vote at LC meetings. Nancy Bailey, Executive Director
 - k. In Missouri we have a graduate student board member who serves a one year term. The position is determined by the president and a committee via an application process that is marketed toward the SLP/A students in our graduate programs in the state. We are currently determining if the position should move from a non-voting one to a voting one. Melissa S. Passe M.A./CCC-SLP
 - l. In South Dakota we do not have any students on the Executive Board. Anne Crosswait-Degen, MS, CCC-SLP
 - m. Ohio Association: Wanted to clarify that it is not a student that is elected as a voting representative but it is a OSLHA member (non student) who is elected to act as the Student Interest Representative, who is a voting member of LC. Nancy Bailey, Executive Director
 - n. I have/am collecting all these responses and will gladly send the spreadsheet out to all. I am using it here in Texas and also plan to send to Dawn Dickerson, NSSLHA Director of Operations so that this can be "housed." Lynn Flahive, Texas President
 - o. Thanks so much! I am in the process of implementing some of the great suggestions I received at the CSAP meeting and we will be looking to add a

student representative to our Board. Kathy Boada, President, Colorado That'd be great, Lynn!

- p. In IN, we have a Student Advisory Council to the Executive Council. There are representatives from each of the 4 graduate programs plus the two programs with undergraduate programs. The SAC Team Leaders come to the Executive Council meetings as non-voting members, though are very active! Happy summer to all! Kay Olges, M.A.T., CCC-SLPISHA President
- q. Please add North Carolina - we don't allow students on the Board. You have to be an Active member to be on the Board of Directors. AJ
- r. ND does not have a student on the board at this time. Vicki Riedinger
- s. I would add Louisiana: 1 student rep; year; grad student; appointed by president. Kerri Phillips, SLP.D., CCC-SLP

Topic: **Meeting Minutes/Legislative Councilors**

Date Originated: August 2, 2005

Originator: Julie Ann Palmer, Maine

Original Message:

Miss Maine-elect here. Thanks to all of you for responding to the variety of questions posed here. Please take a few moments to answer a few more.

Maine is looking into formulating two new guidelines for a) continuity of meeting minute's reports and b) responsibilities of Legislative Councilors to the sponsoring state. We are particularly interested in minute formats which frequently address the status of annual goals in a reader friendly format. New York?? :) Thanks for any comments.

Responses:

- a. We audiotape meetings, stopping the tape for heated or confidential discussions. Then a brief summary is typed. Attendance/absences and all the motions, with names of people proposing & seconding is included. Minutes are sent to Board members before the next meeting. Not very formal and it only addresses issues discussed so goals are usually covered
RE: LC The lead LC reports to the board is we don't have an LC member on the board. LC is ASHA not NYSSLHA so we do not include an LC member(s) on our Board by decree (just coincidence as we usually have at least one). Sheila H. Bernstein

Topic: Attendance at Fall CSAP/ASHA

Date Originated: September 13, 2005

Originator: Jane Smith, Washington

Original Message:

I am interested to find out what other states do about funding (or not) the Pres or Pres-Elect to the Fall CSAP and ASHA. What expenses are covered, if any?

Responses:

- a. Tennessee covers expenses for both the President and President-Elect for CSAP. Nelia Westenberger, TAASLP Executive Director
- b. Minnesota only pays for the spring meeting. Mary Garrison
- c. Indiana has a budgeted amount for president and president-elect to attend CSAP or other CE activities of \$4500. This includes an amount for state favors, travel, hotel, fees. We are finding it doesn't cover everything for both of us for both trips so are opting to divide them up this year. Kay Olges, M.A.T., CCC-SLP, President, Indiana Speech-Language-Hearing Association
- d. In Arizona the president elect receives \$1000 reimbursement and the president receives \$1500 reimbursement for the year of their term. They can choose to use the money for ASHA or fall/spring CSAP meeting. Amy Heck, President ArSHA
- e. Florida does not offer financial support for attendance. Robert C. Fifer, Ph.D.
- f. In Kansas, the Association funds airfare, lodging, and registration for the President and President-Elect to attend both the Fall and Spring CSAP meetings. It has become very expensive but we continue to have this as a priority in the budget...not sure how long we can continue this policy. Marla S. Staab M.S. CCC-SLP
- g. Oregon pays for President and President Elect to attend CSAP and ASHA. Melanie Peters, CCC-SLP
- h. Pennsylvania pays the President \$750 to attend CSAP and President Elect \$250. Glen Tellis
- i. Oklahoma funds partially for either or both - only \$1500 total - so it does not cover both meetings for both officers. Mona Ryan
- j. CA budgets for the president and president elect to attend CSAP. Angela Mandas, Past CSHA President
- k. Louisiana pays for President and Pres-Elect to attend Fall CSAP. Kerri Phillips, SLP.D., CCC-SLP
- l. For the first time this year the association is covering ALL of my expenses. That includes CSAP and ASHA registration, travel, hotel and the state per diem rate (\$51.00) for meals. Vernice Jury, President, Connecticut
- m. We fund roundtrip airfare and 1 night hotel for one officer. Sheila H. Bernstein, NY

- n. Utah - We pay all expenses for the pres. elect to CSAP each year and the Pres. to ASHA. Bryan J Layton, Au.D.
- o. Hi, all: Illinois funds two people (usually President and President elect) to go to CSAP twice each year. We also fund the VP of Legislation and Regulation to attend the ASHA State Policy Workshop. We pay travel, hotel, meals, and registration. We don't pay for anyone to attend ASHA. – Christy Strole
- p. In NJ, we fully fund the trip for both our President and the Immediate Past President in the fall and VP in the spring. We have a food allowance of \$50/day.
Nancy Patterson, Immediate Past President, NJSHA
- q. Alabama: We fund the president to attend all expenses. Byron McCain, CAE
- r. This is Shane Hunsaker from Wyoming, we fund the president and president elect to go to CSAP and if those 2 cannot then we fund two other members of the organization to go in hopes it will excite them into running for a position on the board, or those on the board to step up and be president.
- s. The Michigan Speech-Language-Hearing Association has a policy and procedures manual to provide direction regarding the organization, duties of the board members, charges to committees, etc. The policy concerning the leadership's participation in CSAP meetings is this:
(1) the President-elect of MSHA is sponsored for attendance at the November meeting (this includes fees, transportation, lodging, and meals); ASHA convention fees are not included, only those for CSAP
(2) both the President-elect and one other person--either the office manager, the President, or the past-president(in this order)--are funded to attend both the spring CSAP meeting and the state policy workshop. This includes conference fees, transportation, lodging, meals.

Our president's term is one year. He/she takes office in January. This is the rationale for the pres-elect attending in Nov. Liz Stevens, MSHA Pres.

- a. In Kansas, KSHA pays for the President and Pres-Elect to attend the Fall and Spring CSAP meetings and the ASHA Policy Workshop. Heidi Daley
 - b. As many of you know, Colorado has not funded attendance for either position at the CSAP meetings. This year we did vote to fund \$300 for one person – most likely will be the President-Elect in 2006, to attend a CSAP meeting. Reimbursable expenses can include: travel, registration or lodging. We hope to increase our involvement in the coming years. Kathy Boada, President, Colorado Speech-Language Hearing Services
- t. South Dakota has budgeted \$1500 for the president to travel to CSAP and \$1500 for the president to travel to ASHA. SDSLHA has also sent the president-elect to the spring 2005 CSAP meeting. SD does not have our Code of Ethics on the membership application. Anne Crosswait-Degen

Topic: **Code of Ethics**

Date Originated: September 18, 2005

Originator: Lori Taniguchi, Arizona

Original Message:

Lori Taniguchi, President-Elect and I, President of the Arizona Speech-Language-Hearing Association are in need of your comments on the situation described below:

Our membership form includes an ethics declaration that states members will abide by ArSHA code of ethics that follows ASHA's code of ethics and a signature space. Recently, several potential ArSHA members who are not ASHA members (Audiologists and Master's level SLPs that don't have their CCC) indicated concern about this section of our membership form.

Questions: Does your state include a code of ethics declaration on your membership form? Has your organization experienced a similar situation and if so, how was it addressed?

Responses:

- a. Illinois (ISHA) is writing it's own Code of Ethics. I wonder what part of the code made your applicants object? Maybe that's a good screen. Christy Strole
- b. The statement is on our form and I am not aware of anyone ever expressing a concern about it. Vernice Jury President Connecticut
- c. Florida does not require signing a code of ethics statement as part of the membership form. However, we have adopted the ASHA code of ethics in order to be recognized by ASHA. Robert C. Fifer, Ph.D.
- d. Alabama has use the ASHA version as well and does not require someone to sign a code of Ethics. Byron McCain, CAE
- e. Tennessee does not require a signature for compliance with membership. However, we have adopted our own Code of Ethics. Will be happy to share. Terri Philpot, Past President, TAASLP
- f. The TSHA (Texas) membership form does not include an ethics declaration or require an agreement signature. Our COE is referenced in our Bylaws only. Lynda Barbee
- g. In Louisiana, our membership form does not include an ethics statement. However, we do have a Code of Ethics in our state By-Laws. Kerri Phillips, SLP.D., CCC-SLP
- h. Our application has Georgia's Code of Ethics on it, which was adopted in 1992. We haven't had anyone object to it. I would be happy to share it. Bob Hull, President Elect
- i. The Louisiana S-L-H Association has its own Code of Ethics. It closely mirrors ASHA's, but is not identical. I'd like to take this opportunity to echo the thoughts previously expressed by current LSHA President, Kerri Phillips. The devastation

in the New Orleans area is almost beyond words. It has been heartbreaking to see one of my best friends, an audiologist, lose everything. There are many stories like this. Kerri and I have had many discussions over time about the wonderful people that comprise CSAP. Your concern in the aftermath of Hurricane Katrina confirmed what we already knew. Your interest, thoughtfulness, and consideration has meant so much to us. Thank you. Theresa Rodgers, LSHA Past President

- j. In Oregon, we do not have a Code of Ethics statement on our membership application form. Melanie Peters, CCC-SLP

Topic: **Co-Sponsorship of CEUs**

Date Originated: June 1, 2006

Originator: Mary Garrison, Minnesota

Original Message:

We are looking at our policy for agreeing to co-sponsor events for ASHA Ceus. Do any of your state associations have a policy in place to decide what you will cosponsor and which ones you won't?

Responses:

No responses received.

Topic: **Revenue Alternatives**

Date Originated: January 24, 2007

Originator: Tamara K. Spyker, M.S. CCC-SLP, Florida

Original Message:

I know that the greatest hurdles all state associations face is increasing membership and revenue. Other than annual conventions and conferences, what avenues of revenue do state associations utilize for increasing monies?

Responses:

- a. Nebraska sells job ads for posting on our web site and in our monthly newsletter. The fee for this is \$35 per ad per month. This may not sound like a lot but it adds up quickly. We also sell company ads in our newsletter for a fee of \$50. This \$50 is for 10 issues and the ad size can only be 4.5X4. We keep the size and cost down on this so we don't have to pay taxes on this income. You may want to ask your tax people about this. Plus we don't want our newsletter to be all ads. We also have Corporate sponsorship for \$75 one time yearly fee. Their company name and contact information is printed in each of the 10 newsletters and they get special recognition in the convention program. We have just updated our website

- so I'm hoping to suggest to the board that we sell space on the web. Hope this helps, let me know if I can clarify anything. Thanks, Angie
- b. The Kansas Association relies heavily on the conventions and conferences because we have great turn outs for these events. We receive revenue for vendors' booths at our convention which helps and have had a booth with KS Association things to sell – bags, note pads, T-shirts, etc. We do pretty well with these sorts of things but the best is still by far the registration fees. Judy Sawyer
 - c. In Massachusetts, we use advertising in our newsletter and now on our website. We also have a Job Board run by Job Target that is a revenue share with the company. They do all the work and we get 80% of the revenue. We also get revenue from selling labels of our membership for conferences, and sponsorships with companies at conferences. Hope this helps. Suzanne M. Harris, MS CCC-SLP
 - d. It is something to consider but California sells their membership lists to companies who want it as well as people putting on conventions. They charge \$80.00 per district and we have 10 districts. Also, we have a website that offers ads for employment. Check out the website at www.csha.org . People can advertise their company or recruit that way. It is very popular. Also at the conventions we have exhibitors that brings in nice money too. Angela Mandas, Past CSHA President
 - e. From Arizona....advertising from private vendors and companies. Lori T.
 - f. Wyoming is looking into linking up with JobTarget.com as a way to increase revenue. Think of this as a potential “monster.com” sort of job board specifically targeting our field and employers looking for our members. Another consideration is to look into corporate sponsors, donations, grants and the like as money-making events. Of course, winning the lottery is also another option but. . . .you know how those go!! Lynda D. Coyle, M.S., CCC-SLP

Topic: Legal Counsel

Date Originated: September 24, 2008

Originator: David W. Stein, PhD, CCC-SLP, Pennsylvania

Original Message:

The PSHA board is discussing the best way to retain legal counsel. Our pres-elect has done some homework, and we understand that at least TX and CA may have arrangements for such services. I'd appreciate any information anybody can share on how they've set up such an arrangement.

Responses:

- a. Texas has both a Director of Legislation and a Legal & Legislative Counselor. Larry Higdon, who is an audiologist, former President of TSHA and ASHA serves as our Director of Legislation. Two years ago, the TSHA felt that it would be helpful to have someone whose training and primary job was as a lobbyist. With the help of our state office, we put out RFPs (Request for proposals) and selected three candidates for interview. During one of our Executive Board Meetings, we

interviewed the three candidates and made a decision. Our Legal and Legislative Counselor is on a monthly retainer, attends all our Executive Board meetings, gives us monthly reports of his activities, meets with our Licensing board and also meets with other committees as needed (PAC, Reimbursement, etc.) We feel that we have the best of both worlds; a Director of Legislation who knows a great deal about our field and a Legal and Legislative Counselor who knows a great deal about the political and legal governance of Texas. Both of these individuals are on our payroll. Let me know if you need any other information.
Judith P. Keller, M.S., CCC-SLP

Topic: **Directors and Officers Insurance**

Date Originated: August 20, 2009

Originator: Debbie Venkatesh, ArSHA President

Original Message:

Greetings from Arizona! In a recent meeting with our colleagues from OT & PT, the subject of D & O insurance was discussed. ArSHA does not currently have this type of liability policy for our board and I am wondering if other state associations have it, and if so, what agency underwrites this type of policy.

Responses:

- a. Many state associations and non-profit corporations carry D&O insurance. It can be purchased from many local insurance brokers. There are several national companies that underwrite this insurance such as Hartford and Travelers. Robert C. Fifer, Ph.D.
- b. Please see attached regarding our little leg work for D&O Ins. Hope this helps! Gary Copeland, Executive Director, SHAA (Speech and Hearing Association of Alabama).
- c. Arkansas does not have this either. Kay Hall