

# 2018 PAEA Business Meeting

## SUMMARY OF ACTIONS

*The first four of these motions were presented to the PAEA membership as a consent agenda, with the membership entitled to pull out any motions anyone wanted to discuss and vote on separately. No motions were pulled from the consent agenda, and all of them therefore passed. These changes will be made to the PAEA bylaws.*

### **2018-BOD 1. BYLAWS AMENDMENT, ARTICLE 2.01 MISSION**

**Background/Rationale:** This is something of a housekeeping change, to align the wording with the similar statement on the PAEA website, but does change the meaning of the sentence to reflect the reality that PAEA is the only national organization representing PA programs.

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

#### ARTICLE 2.01 MISSION

The Physician Assistant Education Association is ~~an~~ THE NATIONAL organization in the United States representing physician assistant ("PA") educational programs.

PAEA's mission is leadership, innovation, and excellence in PA education.

*The motion carried.*

### **2018-BOD 2. BYLAWS AMENDMENT, ARTICLE 4.04 ELECTIONS**

**Background/Rationale:** This is a housekeeping change to reflect the fact that the Leadership Development and Recruitment Council no longer exists in the new volunteer structure put in place in 2017. Since responsibility for setting Board eligibility criteria may be assumed by various different PAEA entities over time and these criteria will in any case need to be approved by the Board, it is most efficient to designate this responsibility as belonging simply to "the Association." The proposed change from "between" to "among" makes this sentence more grammatical since the number referenced can be more than two.

**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 ASSOCIATION. The candidate list and the Board position for which such candidate is nominated, if applicable, is distributed to Member Programs at least 20 calendar days before the election date. Candidates for the office of the Student Director are sought by open call to the PAEA membership and approved by the PAEA Board.

In an election in which no candidate for an office (including the Director at Large positions) receives the required simple majority vote, or there is a tie vote, another membership election is 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 following will apply:

- In the event that two or more candidates tie, receive a simple majority of votes and there is one less seat to be elected than the candidates remaining, there will be a runoff ~~between~~ **AMONG** the candidates
- In the event that no candidate receives a simple majority of votes, there will be a runoff for the candidates receiving the highest number of votes equal to the number of positions remaining to be elected, plus one (to be modified if there is a tie).
- In the event that fewer candidates than open positions receive a simple majority, those with a simple majority will be elected and a runoff will be held for remaining open position, ~~between~~ **AMONG** candidates receiving the highest number of votes equal to the number of positions remaining to be elected, plus one (to be modified if there is a tie).
- When all remaining candidates in a runoff election tie, a random method will be advised by our registered Parliamentarian.

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 ballot submitted by postal mail and/or by electronic transmission.

*The motion carried.*

### **2018-BOD 3. BYLAWS AMENDMENT, ARTICLE 4.05 TERMS**

**Background/Rationale:** At the Board's request, the Governance and Ethics Board benchmarked PAEA's Board term lengths against those of other associations. Based on their findings, the GEB recommended that all Board terms, except for the student member, be three years. This should

allow for more continuity and experience on the Board, as all members will have at least three years to become familiar with the Board's work and become fully contributing members.

**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 ~~3~~ 2 years. The Directors at Large serve for ~~3~~ 2 years. The President Elect serves for 1 year. At the end of such term, the President Elect 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 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 determined by the Board and published in the Policies and Procedures Manual. Terms of office do 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 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 results in loss of eligibility to serve on the Board.

*The motion carried.*

#### **2018-BOD 4. BYLAWS AMENDMENT, ARTICLE 9.01 BYLAW AMENDMENTS**

**Background/Rationale:** The intent of this motion is to allow the Board additional time to submit motions for consideration at the Association's annual business meeting. This is often necessary due to the need for the Board to solicit membership action on work produced by yearlong task forces appointed at the previous business meeting, or for urgent matters arising in the weeks before the business meeting. The 30-day restriction will allow the GEB to review Board motions and ensure that language and format are appropriate in time for the

membership to be notified of forthcoming motions at least 20 days before the business meeting, as required by the Bylaws.

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

#### 9.01 BYLAW AMENDMENTS

Amendments to these Bylaws may be initiated by the Board, advisory body, or a Member Program. Proposed amendments **FROM AN ADVISORY BODY OR A MEMBER PROGRAM** 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. **PROPOSED AMENDMENTS FROM THE BOARD MUST BE SUBMITTED TO THE GOVERNANCE & ETHICS BOARD ("GEB") A MINIMUM OF 30 DAYS BEFORE THE ANNUAL MEMBERSHIP MEETING.**

All motions submitted by the deadline, including financial implications and a statement from the ~~Governance and Ethics Board~~ **GEB** 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 GEB 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 by a two-thirds vote of Member Programs present and voting, if the advance notice required above is provided.

The GEB has the authority to correct typographical, formatting, and grammatical errors provided they do not alter the intent of the PAEA Bylaws. The GEB gives an accounting of these changes 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 GEB, 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.

*The motion carried.*

## **2018-BOD 5. CORE COMPETENCIES FOR NEW PA GRADUATES**

**Background/Rationale:** The [Core Competencies for New PA Graduates white paper](#) is the product of a PAEA task force that was charged by the Board to develop a “set of competencies that all new PA graduates should be accountable for demonstrating by the end of their formal PA education.” Following a broad review of the competencies literature in the health professions, as well as in other disciplines, the task force developed a set of competencies that emphasize the profession’s roots in team-based and patient-centered practice, and acknowledge new healthcare realities such as population health, the increasing need for communication skills, and health systems and financing.

The white paper and competencies are a significant piece of PAEA’s continuing work on aligning PA education with the changing needs of clinical practice, and building a competency framework that can be used to drive curricular decisions and assessment. The competencies will be iterative and this document will be reviewed periodically, no less often than the 5 years required by PAEA bylaws.

**Motion:** Be it resolved that the Core Competencies for New PA Graduates be accepted as a PAEA position policy.

*Task Force Chair Mary Jo Bondy explained that the task force was seeking postponement of action on the competencies, pending completion of the work of the Cross-Org task force working on the Competencies for the PA Profession. A motion was made and carried to postpone action on the Competencies for New Graduates to the 2019 business meeting.*

## **2018-BOD 6. PA EDUCATOR COMPETENCIES**

**Background/Rationale:** A PAEA task force was charged by the Board to “develop a set of PA educator competencies to help codify the essential knowledge, skills attitudes, and behaviors faculty need to be successful in their academic roles.” The recent rapid growth of the profession has meant many new faculty joining the ranks of PA educators lacking certain fundamental competencies of the PA educator, and changes in higher education demand the acquisition of new skills by seasoned educators as well. To help drive faculty development initiatives that address these issue in a systematic way, a set of competencies is needed specifically for the PA educator. Following initial discussion on this issue by the Faculty Development Council in 2013, a separate task force was established to both develop the

specific competencies and establish guidelines for their intended use. The [PA Educator Competencies](#) will form the foundation of future PAEA faculty development programming.

**Motion:** Be it resolved that the PA Educator Competencies be accepted as a PAEA position policy.

*The motion carried.*

## **2018-BOD 7. OTP TASK FORCE REQUEST FOR EXTENSION**

**Background/Rationale:** The OTP task force was established by the Board in response to a motion from the membership to “Develop a task force to address the implications of OTP for PA education and for new graduates as raised in the 2017 PAEA OTP Task Force Report and report back to this body by next year with the findings.”

The task force, consisting of representatives from each of the four national PA organizations and other stakeholders, began its work in January, holding several conference calls and an in-person meeting in April. The first draft of its report was developed in August, and this has been through initial rounds of review and revision. During this process, it became clear that additional time is needed to refine the report to capture the nuances of this complex and evolving issue, and to issue clear recommendations to help guide PA programs in preparing students for practice in an OTP environment.

**Motion:** Be it resolved that the PAEA OTP Impact on Education Task Force be continued for an additional year, in order to finish its work and report back at the 2019 business meeting.

*Task force chair Michel Statler reported on the group’s work to date and the need for additional time to complete its work. The motion carried.*

## **CULTURAL COMPETENCIES FOR PA STUDENTS**

**Motion:** PAEA adopts the Committee on Diversity & Inclusion’s “Cultural Competencies for Physician Assistant Students” as the Association’s model for domains for PA cultural competency education.

*This motion was added because the Association’s obligation to review these competencies was met by including this work in the Core Competencies for New PA Graduates, on which action was postponed at this meeting. The motion carried.*

