

SPTA Meeting



Thursday, March 28th

Thank you to those who did Talon Painting!



Brooks Escape Room



APTA House of Delegates: June 10th-12th - Chicago

- Steve Levine Grant
 - Application due March 29th
- House Usher
 - Application due April 1st



FPTA Student SIG T-shirt Design

- Student SIG is accepting t-shirt design ideas!
 - Deadline for submissions is May 1st

**FPTA SSIG
T-Shirt Submission Form**

Name: _____

School: _____

Type of Submission: _____
(Drawing, Photo, Photoshop, Scrapbook page, etc.)

INSERT DESIGN HERE/ATTACH SEPARATELY

By signing below we sign of our rights to the entered design for the FPTA SSIG T-shirt. We also agree to modifications that may need to be made to our design as deemed appropriate by FPTA and FPTA SSIG Board.

_____ / ____ / ____
(Name) (Date)

Please email all submissions to FPTASSIG@GMAIL.COM by MAY 1, 2019.



Officer Nominations

- We will have a slide with each position and a description of the position. When the slide describing the position is up, you will be able to nominate a first year for that position.
- Any nominees will need to **accept** the nomination to put themselves in the running for the position.
- Those running will then give a brief speech **NEXT MEETING** on why they would be a good fit for the position (< 2 minutes)
 - Just a reminder that **EVERYONE** will be able to vote not just the first years

President

Shall preside over all meetings and formulate an agenda with the input of other officers and members. Shall appoint members to committees and ensure that all assignments are completed properly and on time. Shall appoint duties and responsibilities to members as appropriate for accomplishment of objectives. Delegation and organization are key factors for this office. Must remain active in all areas of the club and make appropriate executive decisions in line with SPTA's mission statement and prioritized areas ("POS" – Professional, Outreach, Social).

Vice President

Assumes all duties of the President in the President's absence and/or incapacitation. Conduct meetings in the absence of the President. The Vice-President acts as the mediator between other officers. Club alliance meetings is the key area of specialty for this office. Must remain active in all areas of the club. Complete other duties and responsibilities as may be assigned by the President.

Secretary

Manage and coordinate all SPTA correspondence between the membership, the Director, and the faculty of the program in the department, the college, and other organizations. Prepare reports as designated by the President. Maintain current roster of all members including addresses, phone numbers, e-mail addresses, and birthdays. Keep a record of all meetings and prepare a generalized list of meetings, including the agenda, decisions made, those in attendance, and future topics. Submit these minutes to the President at his or her request and have these present at meetings for reference. Help notify members and officers of meeting location and time. Maintain a collection of photos and encourage liaisons to do the same. Nominate a committee, with the guidance of the officers, to compile a slideshow of pictures for the graduation banquet. Must remain active in all areas of the club. Complete other duties and responsibilities as may be assigned by the President.

Treasurer

Keep records of all monies spent and earned via fundraising. Collect and organize money at events. Responsibilities include keeping the checkbook balanced, writing all checks, and making bank deposits. In addition, the treasurer shares the responsibility with the Development Officer in clinical merchandise orders. The Treasurer will also act as a financial activities advisor for events and ensure they follow the prioritized levels (POS) when applicable. Must remain active in all areas of the club. Complete other duties and responsibilities as may be assigned by the President.

Development

Plan events and coordinate activities for various programs and endeavors of the membership. Continue to update the website, newsletter, blog, or similar while also corresponding with other schools, students, faculty, and the community in general. The officer shall nominate a member to the duty of the state and district APTA Representative, and ensures this member provide frequent updates. Shall assist the treasurer with shirt orders and similar. Shall coordinate with the Secretary in collecting information on local and state outreach opportunities. Must remain active in all areas of the club. Complete other duties and responsibilities as may be assigned by the President.

Fundraising Chair

Must be able to plan events that will raise money for activities sponsored by SPTA for prioritized areas [1.) Conferences (CSM, state, local, etc.); 2.) Outreach (supplies, cards, food); 3.) Social (graduation party, social gatherings, etc.)]. Must remain active in all areas of the club. Complete other duties and responsibilities as may be assigned by the President.

Volunteer Chair

Coordinate and plan events sponsored by SPTA to help members be active members of the community. Communicate with community organizations and the SPTA officers to facilitate volunteer opportunities. Must remain active in all areas of the club. Complete other duties and responsibilities as may be assigned by the President.

Pre- PT

Serve as a liaison between the Executive Committee and the undergraduate membership, including collection of dues and roster paperwork for the undergraduates. Create an application process for, select, and oversee the undergraduate representatives. Hold undergraduate meetings and coordinate events for the undergraduate membership. Must remain active in all areas of the club. Complete other duties and responsibilities as may be assigned by the President.

FINAL SPTA MEETING AND OFFICER ELECTIONS:

Thursday, April 11th

12:30pm