POLICY AND PROCEDURES FOR THE MINORITY INITIATIVES AWARD BOD Y06-08-02-02

History

In 1984, the Minority Achievement Award was established to recognize achievements in the recruitment and retention of minority students and faculty in an accredited physical therapy education program and the Minority Initiatives Award was established to recognize the efforts made by an accredited physical therapy education program in the initiation of a program for the recruitment, admission, retention, and graduation of minority students and the provision of services for students from racial and ethnic minority groups. In 2004, APTA’s Board of Directors requested that the purpose and intent of these two awards be combined into a single award that serves to recognize the developed plans, initiatives, and services of accredited physical therapist professional education and physical therapist assistant education programs in the areas of recruitment, admission, retention, and graduation of minority students, the recruitment and retention of minority faculty, and the provision of services than can assist students from racial and ethnic minority groups.

Purpose

To recognize the plans, initiatives and services developed by accredited physical therapist professional education programs or physical therapist assistant education programs in the areas of recruitment, admission, retention, and graduation of minority students, the recruitment and retention of minority faculty, and the provision of services that can assist students of racial and ethnic minority groups.

In addition to the information provided in the APTA Board of Directors' Policy and Procedures Regarding APTA Honors and Awards, Guiding Principles for Honors and Awards:

Eligibility

1. Applicant programs must be accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE) of the American Physical Therapy Association. Initiatives that can assist minority students must have been ongoing for at least three (3) years.

2. Physical therapist professional education or physical therapist assistant education programs that are directed by members of the Board of Directors, the Chair of the Awards Committee, or members of the Education Subcommittee of the Awards Committee, are not eligible for nomination or consideration for this award.

Criteria for Selection

1. Planned, comprehensive initiatives have been developed by the program that can assist in the recruitment, admission, retention, and graduation of minority students that demonstrate effectiveness, achievement, and a sustained level or increase in the number of minority students, over a period of at least three (3) years; and/or planned, comprehensive initiatives have been developed by the program that can sustain or increase the number of minority faculty recruited, employed, and retained, over a period of at least three (3) years.
2. Initiatives have been developed that provide services that can assist students and/or faculty from racial and ethnic minority groups.

3. Institutional support is demonstrated for the initiatives and efforts put forth by the physical therapist professional education program or physical therapist assistant education program.

Procedure for Application

1. Applications must be submitted electronically via APTA’s Web site (www.apta.org). All materials completed and submitted for each application must be received by the APTA Honors and Awards Program by 5:00 pm Eastern time on December 1, for consideration for the award.

2. The program applying for the award is responsible for reviewing and ensuring the completion of all steps within the online nomination submission process before its final submission. During the online process, the following documents will be required for upload:

   A. A letter of nomination that provides a narrative description of program, to include, but not be limited to:
      1) Name and address of the physical therapist professional education or physical therapist assistant education program and its program director.
      2) Name(s) and qualification(s) of individual(s) involved in minority recruitment and service initiatives.
      3) Total number of students enrolled in each class of program and total number of minority students enrolled in each class of program.
      4) Current number and academic level of students and faculty affected by the minority recruitment and service initiatives.
      5) Summary Statement
      6) Rationale for Program Initiatives
      7) Initiatives for Minority Students
         a. Recruitment
         b. Admissions
         c. Retention
         d. Graduation
         and/or
         Initiatives for Minority Faculty (Role Models)
         a. Recruitment
         b. Employment
         c. Retention
      8) Services/Resources Available
      9) Institutional Support of Initiatives
      10) Evaluation of the Program

   B. Two (2) letters in support of the nomination from representatives of the student body and/or faculty members who have benefited from the program, not to exceed two (2) pages each.

Notification of Award

1. The director(s) of the physical therapist professional education or physical therapist assistant education program(s) receiving the award(s) will be notified promptly after selection by APTA’s Board of Directors. More than one (1) education program may be selected as an award recipient in a given Honors and Awards Program.
2. Directors of physical therapist professional education or physical therapist assistant education programs not selected will receive a letter thanking them for their participation.

**Nature of Award**

A tower award and a monetary award of $2,500 will be presented to the awardee(s) by APTA’s Board of Directors at the Association’s annual conference and an official announcement will appear in an Association publication.

(Executive Department, ext 3256)

[Document updated: 12/14/2009]

**Explanation of Reference Numbers:**

BOD P00-00-00-00 stands for Board of Directors/month/year/page/vote in the Board of Directors Minutes; the "P" indicates that it is a position (see below). For example, BOD P11-97-06-18 means that this position can be found in the November 1997 Board of Directors minutes on Page 6 and that it was Vote 18.