GA Consortium of Clinical Educators

Meeting Minutes

June 19, 2015

**Attendees**

Kathy Schaefer, Executive Director (Armstrong Atlantic)

Jeannette Anderson, Director (Mercer)

Tami Phillips, Secretary (Emory)

Carla Huggins (GSU)

Tracy Wright (Brenau)

Jenny Wiley (UNG)

Christine Miller, (Chattahoochee Tech)

Jan Porch, CCCE (MCCG)

Kathy opened meeting at 1:30 p.m.

Quorum present: Janet Tankersley and Diana Carmen absent; turned over votes to other members and previously voiced agreement with agenda and earlier discussions surrounding several initiatives. Other institutions (Emory, Mercer, UNG, etc.) with dual-DCE have one voting member in attendance.

1. Elections

Open positions on Executive Committee – terms to begin July 1, 2015 and expire June 30, 2017

1. Director
	1. Nominations received by email for Jenny Wiley and Jeannette Anderson
	2. Nomination from the floor for Carla Huggins
2. Secretary
3. Nominations received by email for Jenny Wiley and Tami Phillips

Discussion about the roles and responsibilities of the open offices, and the intent to have all members share in serving in office. Executive Director and Treasurer will be open next year, and there is a need for Co-Chairs to coordinate a committee to develop the upcoming continuing education course. Members reached consensus and did take official vote by raising hands. The new officers joining the Executive Committee on July 1st are Director: Carla Huggins and Secretary: Jenny Wiley.

1. By-law amendments
	1. Amendment #1 and #2 as previously circulated amongst the voting members was approved. The amendments will be attached to the minutes, and reflected on the website.
	2. Discussion surrounded amendment #2. It will be re-worded next year such that the clinical members will not rotate off at the same time, similar to the Executive Committee positions. Hopefully one clinical member will agree to stay on an extra year at this time next year, such that this will be possible.
2. Summary of Spring PTAG meeting comments:
	1. Hard copy of responses provided for meeting by Jeannette and will be attached to minutes. Please note that CI contact information does not correspond to comments which were randomly organized. There were a few students who responded.
	2. There was not a formal tally as the responses were qualitatively diverse and could not be grouped into themes. Responses ranged from “everything with clinical education is fine” to “students have attitude.”

Discussion around some issues from survey:

* 1. One comment related to the possibility of common objectives (broad and generalized standard language) for all schools for certain types of experiences. This has also been discussed at the national level at ELC and within the Clinical Education SIG. There could be individualization where programs have differences. These could be developed as a consortium with clinical partners. Students could still also set individual objectives.

Jan brought up that there are many basic skills that the academic side believes that students should be able to do right away in the clinic, but in reality they are not able to. Discussion about difficulties related to communication, teaching and social skills with a generation that uses primarily electronics. It is hard for them to make small talk, much less educate patients, even something as simple as gait training. Integrated experiences are really helpful, but even students in programs that have them still struggle. SIM labs are also beneficial.

ACTION ITEM: Use Google Drive document to begin writing and editing standard learning objectives. Add Jan, Charlotte and Jenny to Google Drive. Or use Microsoft One Drive (Action Item for Jenny as new secretary).

* 1. Need to continue to address best practices for student communication and professionalism; mentoring the millennials.
	2. Clinical instructors are still not aware of the benefits of being a clinical instructor, like APTA CCIP course, library access, etc... Could be added to the Consortium website.

ACTION ITEM: Discuss at future meeting if we are going to add this information to website.

* 1. Jan brought up the fact that many students do not know basic medical terminology…how is this taught in curriculums? If there is not a course, could something be designed online or independent study? Could there be an annual exam to pass like HIPPA and OSHA? Future Action?
1. Budget
2. Current savings: $5259.72
3. Line items to add to budget:
	1. Janet can put together approximate expenses related to administrative costs like paper, postage, costs of website, etc. Current estimate: $300
	2. Table sign or banner for conferences. Need estimate: ?
	3. Money to off-set travel costs for 1 clinician to represent the Consortium at ELC. Our voting clinical members will be given right of first refusal and on alternate years. Current estimate: $500
	4. Annual continuing education program: Speakers, location, admin, snack, room, etc. costs. Current estimate: $2250
	5. Dues: Will target a developed budget and invoice to be sent so that dues can be collected on September 1, 2015.
4. Annual continuing education program:
	1. Programming Committee: Co-Chairs: Jeannette and Tami; Carla and Christine volunteered to help. If anyone else wants to help, please let the committee know.
	2. Will target a Saturday in February; after CSM
	3. Topics and speakers discussed at morning meeting. See minutes.
	4. Cost to attend: Would be offered at a very subsidized rate instead of free. More vested in attending.
	5. Location will be moved each year to have geographic equality, but wanted to do it in Atlanta this year in order to increase our odds of higher #s of attendees.
	6. Catering, lunch, snacks (likely, $25 minimum per person).
	7. Discussion to see about a co-sponsor or vendors.
5. Website – recommended edits
	1. Ethics and Jurisprudence Courses August/Sept
	2. No others at this time. Let Kathy or Tami/Jenny know if you see anything that needs to be edited. We do need pictures. If anyone has any, please send to Kathy or Tami/Jenny.
6. Research opportunities (esp. impact of students on productivity/profitability)
	1. Application for PTERF grant
	2. Info from Jan: 1st half of clinical is not as productive, but by the second half you are having enhanced productivity; if good student, it is almost like having another therapist; break even??? 2 week or shorter clinical internships: drain on productivity
	3. Kathy, Mary and Tracy are going to start working on literature review
	4. Mixed method study?
	5. Some of grant money needs to go to clinics for helping to track data
7. Facebook page
	1. The question about a need for a Facebook page was brought up by Tracy. This is the way that many organizations are having the most success communicating with the masses.
	2. Nomination from the floor to make her the Social Media Chair. ☺ Future Action?
8. GCCE at Fall PTAG at Callaway Gardens?
	1. At a minimum, we could man a table.
	2. If no lunch event, we could have a brown bag discussion
	3. Save the date card at the table for the Continuing Ed Conference in February
	4. We need a banner or a sign
	5. Could create a trifold display: upcoming events, purpose, research, etc.
	6. Nomination from the floor to put Don in charge of table. Must report ideas and costs to the Executive Committee.
9. Future Phone Conference about the CEU course: early September
	1. ACTION ITEM: Kathy to send out Doodle
10. There was a process question related to how the DCE communicate regarding unused or needed slots:
	1. Let the clinic know and then let the schools know ASAP when you are not going to use
	2. Email each other when you need a slot

Respectfully submitted,

Tami Phillips

GCCE, Secretary