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| Home | **Location:** Zoom Link: <https://wvu.zoom.us/j/95658068458>  |  |
| Daily Calendar | **Date:** Tuesday Sept 20th, 2022 |  |
|  | **Time:** 1p EST |  |

**I. Call to Order/Roll Call**

* Kimeran Evans, PT, DPT, PhD – Chair
* Jamie Dehan, PT, DPT, PhD – Vice Chair
* Ashley Poole, PT, DPT, CCS – Secretary/Treasurer
* Derek Liuzzo, PT, DPT, PhD – Nominating Committee Chair
* Heather Green, PT, DPT – Nominating Committee Member

**II.** [**ELC 2022**](https://educationalleadershipconference.org/events/annual-conference/2022/) **AF SIG Meeting Planning**

* Meeting Schedule
	+ AF SIG Meeting - **Fri Oct 28th 5:30-7p CST** – AF SIG Business Meeting – 102 C
	+ Other Meetings of Interest to AF SIG Leadership: **Thur Oct 27th 6-9p CST** – Academy + ACAPT Hot Topics Open Forum – Ballroom AB
* Meeting Planning
	+ Meeting content – business meeting first followed by live podcast-like panel
	+ Meeting timeline –
		- 5:30 -6 30 min business meeting
		- 6-6:30 panel, time after for Q/A with guests
		- 6:30/6:45 - 7 networking social gathering
	+ Food/drinks
	+ Misc. logistics – will need 4 chairs/stools depending on # guests and 2-4 microphones
	+ Potential guests for ELC – Gail Jensen, Terry Nordstrom, Scott Ward, Claire Peel, Greg Hicks, Lisa VanHoose
		- Kimeran will email Gail
		- Ashley will email Terry

**III. AF SIG Podcast Planning (**[**click here to view our Podcast Google Drive**](https://drive.google.com/drive/u/1/folders/1d2_9GtN4USMeIspFSvdCaUsMkky9DzBq)**)**

* Pam Levangie has agreed to be first podcast guest
	+ goal to have this recorded/edited by mid-October – Kimeran & Derek with co-host first episode
* Planning
	+ Scheduling (hosts and speakers)
	+ Tech aspects – Derek to send music and logo options
		- Does Academy of Education want their branding on the podcast logo? Kimeran to reach out to Pam
	+ Title – Kimeran will send link to vote on top 3 titles:
		- Faculty Flash
		- From the Whiteboard
		- Office House with a Physio
	+ Fun Way to Close the Podcast
		- True/False
		- Two Truths and a Lie
		- Kimeran to include this in survey she sends out so people can submit ideas
	+ How do we make this sustainable?
		- Housing information
		- Financial considerations
		- Subcommittee/workgroup for ongoing podcast

**IV. Other/New Business**

* **Next Meeting – Oct. 11th 1pm EST**