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| Home | **Location:** Conference Call via Zoom |  |
| Daily Calendar | **Date:** Thursday 10/1/20 |  |
|  | **Time:** 2-3p EST |  |

1. **Call to Order**
   1. **Present on call:** Kimeran Evans, Ashley Poole, Jamie Dehan, Teresa Miller, and Cathy Ortega
   2. **Excused:** Teresa Cochran

**II. Introduction of Members/Members on Call**

* Chair – Kimeran Evans, PT, DPT
* Vice Chair – Teresa Cochran, PT, DPT, MA, GCS, FNAP
* Secretary/Treasurer – Ashley Poole, PT, CCS
* Nominating Committee – Jamie Dehan, PT, PhD, DPT, MS
* Nominating Committee Chair – Teresa Miller, PT, PhD, GCFP
* Professional Development Chair – Cathy Ortega, PT, EdD, ATC, OCS

**III. AF SIG ELC and CSM Planning**

* Virtual ELC – October 16th-18th, 2020
  + AF SIG Business Meeting – Sunday October 18th – 10a-12p EST
    - Agenda to include:
      * Business meeting first (will try to keep brief) 30 min
        + Nominating committee – 3 open positions, will open slate
        + Should we ask participants about the discussion forum?
        + Will also review what we are going to do in breakout rooms and how we got here (from Aug to Oct)
    - Will host breakout rooms after business meeting for discussion & networking (30 min). Discuss below 3 topics posted on discussion board:
      * Strategies for Teaching Lab During COVID-19 (Jamie/Kimeran)
      * Developing Student Professionalism Online (Teresa M/Cathy)
      * Student support during COVID-19 (Ashley/Teresa C)
    - Logistics:
      * Host of zoom will assign breakout rooms – Kimeran/Teresa C/Ashley will assist with hosting, others will co-host and could float to breakout rooms as needed
      * At least one member of leadership in each breakout room per assigned topics above
      * Participants to rename with preferred breakout room (i.e. if breakout room 1 is “strategies for teaching lab during COVID”, participant will rename as “1-Ashley Poole”
      * Screen share slides on breakout room #’s and topics
      * Screen share on how to rename yourself
      * Designated time in breakout rooms - ~30 min but can be flexible depending on discussion
      * Participants to return to main room to share “nuggets” from breakout room – option to stay in main room to continue discussion until noon
      * Can reassign participants to a different breakout room if they want to float
      * Idea for shared google doc for each breakout room to share ideas with everyone
      * Kimeran will enable zoom waiting room and ensure that she can host enough participants
  + Zoom link:
    - https://wvu.zoom.us/j/98557178106?pwd=YTNBVXRlMkxkdmw0SnF4MTR0U0pCQT09
    - Meeting ID: 985 5717 8106
    - Passcode: AFSIG2020
* CSM Planning – Virtual February 24th – 27th, 2021
  + Centennial Celebrations
  + Current AF SIG plan
    - “SIG Sortia” – combining APTE SIGs with ACAPT consortia
      * Combined meeting with SOE SIG and potentially 1-2 other SIGS with similar goals and mission
      * Currently scheduled for Thursday Feb. 25th at 5pm EST
      * SIG Sortia Members:
        + Education and Pedagogy Consortia (ACAPT) – Shawn Drake
        + Clinical Reasoning Consortia (ACAPT) – Chris Sebelski
        + Simulation in PT Consortia (ACAPT) – Nicki Silberman
        + AF SIG (APTE) – Kimeran Evans
        + SOE SIG (APTE) – Sarah Gilliland
      * “SIG Sortia” also meeting at ELC on Sat, Oct. 17th 2-3pm EST

**V. AF SIG Elected Positions – Review of Action Item from 7/28 Meeting**

* Discussion regarding the title and role of our Professional Development Chair
  + As discussed at last meeting, trying to decide as AF SIG Leadership if we need to continue with Prof Dev Chair position (which is not in our Rules of Order) or dissolve this position starting with upcoming election cycle
    - There has not ever been any written guidance on exact role of this position.
    - It has recently has morphed into representative on ELC and CSM planning committees but that has not quite come to fruition for various logistical reasons.
    - Cathy (who currently serves in this role for us) reports that it seems feasible that vice-chair or secretary could be rep for planning committees and that professional development position could be absorbed at this time.
    - If membership becomes more robust in future, then could consider revisiting the professional development position
    - Final decision: Will dissolve this position starting with upcoming election cycle
    - **ACTION ITEM**:
      * Terri Miller, as our Nominating Committee Chair, will relay this information to the APTE Nominating Committee.
      * Kimeran Evans, as our AF SIG chair, will ensure no further action needs to be taken to dissolve this position.

**Next meeting to be scheduled in December to plan for CSM**