**Clinical Education SIG Leadership**

**March 15, 2024**

**11:00 – 12:00am CST; 12:00-1:00 pm EST**

 **Present: Jane Fagan, KeithAnn Halle, Julie Gruden, Julie Lombardi, Angie Henning**

**Absent: Jessica Rodriquez Torres**

Meeting completed via Zoom

**Agenda**

* **Updates**
	+ Mentoring and Networking Communities – Angie
		- Rough drafts by EOM
		- Review of social media platforms underway
		- Reviewing guideline templates for adoption
	+ Clinical Education Terminology Workgroup- Jane
		- No updates
	+ Slot Release Placement Survey – see below for discussion

**Previous Action Items:**

* **CSM attendance list-** Julie G.
	+ Membership contact list compiled with Academy list and updated with CSM and ELC surveys
		- Suggestion: use for invitations to CSM and ELC meetings, ensure all know they are welcome
* **CI/SCCE award membership requirement**
	+ Guidance from Academy- recipients must be members of the APTA although they support recipients receiving 1 year Academy membership
	+ Will solidify process- would Academy offer academy membership or would that be CE SIG budget
	+ Re: speaking at ELC Open Forum- offer opportunity if recipients attend either CSM or ELC
		- **ACTION ITEM**: Chairs will follow up with Executive Board
			* Would Academy sponsor Academy sponsorship?
			* Can scholarship be tied to this award?

**New Items:**

* **CSM CESIG business meeting debrief**
	+ Discussion:
		- Executive committee concern re: guidelines for task forces, end dates, deliverables, guardrails, procedure to report out to executive committee
		- Business meeting vs open forum- obligations for each and guidelines
	+ Slot Release Recommendation Vote update
		- Email from CE SIG has been drafted to send to membership
		- Discussion:
			* Quorum- not able to check membership of those in attendance
			* **ACTION ITEM:** Jane will send draft to board for review
* **ELC Scholarship application review**:
	+ Suggestion: Addition of CCIP attendance
	+ Ensure new CI’s are accounted for
	+ KeithAnn shared rubrics for SCCE and CI award to consider for scholarship rubric
	+ Suggest 3 scholarships, 2 tied to awards, 1 for gen membership
		- Will request in next budget
		- **ACTION ITEM:** Angie will send screenshots and rubrics to group- GOAL- next month scholarship application and rubric finalized for dissemination
* **Pathway to "certification" for clinical educators- Clinical Educator Certified Specialist**
	+ In touch with specialty board, in early stages
	+ Call for task force for certification creation once task force ask is finalized
* **Call for ELC Programming Chair**
	+ (<https://app.smartsheet.com/b/form/74007fef49964e7682e172cdee159225>)
* **Website**
	+ KeithAnn and Julie L will seek website edit access
		- **ACTION ITEM:** KeithAnn and Julie L will take training for website edit access
* **Newsletter**
	+ Email to membership:
		- Reviewers for CSM and ELC- 3 needed
		- Proposals for webinars and microlearns
		- ELC planning committee – additional member needed
* **Policy and procedures review**
* **Webinars**
	+ Members encouraged to submit for webinars
		- [https://www.aptaeducation.org/news/call-for-webinar-proposals](https://urldefense.com/v3/__https%3A/www.aptaeducation.org/news/call-for-webinar-proposals__;!!GobTDDpD7A!Kr-LWZ3NJy6AkssHmX5Zn9uT_I31xOcsCQXUaZZnJIY2h7ffsptxGWlX9CWS5z3i9WGkUx6VpdwBDWg4-KEn5zB5br4XFwLXiUzV$)

**Next meeting April 19th at 12pm EST, 11:00 – 12:00am CST**