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| **Academy of Physical Therapy Education - Residency and Fellowship Special Interest Group** |
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**Phone conference: March 8, 2019**

**Purpose:** The Residency/Fellowship Education Special Interest Group of the Academy of Physical Therapy Education, APTA provides a forum where residency/fellowship faculty including program directors, coordinators and mentors promote excellence in residency education by providing collaborative opportunities for educational research, exploring opportunities for curricular development, enhancing resident clinical reasoning skills and discussing resources available for assessment in residency education.

**Objectives:**

- To provide a vehicle for enhancing communication among those invested in residency/fellowship education.

- To promote cooperative efforts among residency/fellowship programs in advancing and improving curriculum.

- To serve as a resource for collaboration in research for the advancement of resident/fellowship education

- To assist in the advancement of skilled clinical mentorship for all resident/fellowship faculty.

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| **Attendees** | **Position** | **Present on call?** |
| Sara Kraft | Chair | Yes |
| Carol Jo Tichenor | Vice Chair | Yes |
| Anne O’Donnell | Membership Secretary | Yes |
| Jason Zafereo | Nominating Chair | No |
| Chrysta Lloyd | Secretary/Treasurer | Yes |
| Dana Tew | Program Committee Chair | No |
| Yvonne Body | Scholarly Research Committee Chair | Yes |
| Christina Gomez | Communications Committee | Yes |
| David Gillette | Nominating Committee | Yes |

Note: Yellow highlights indicate action items.

**Agenda**

Vice Chair called the meeting to order @ 10:05 am CST.

**Officer reports:**

* Chair – Sara Kraft
* Think Tank corrections have been sent to Julia.
* Two more submissions were received. Where and how can we add new content on the website?
* We need to add submissions to the web page quarterly or bi annually so we can submit several submissions together.
* Vice Chair – Carol Jo Tichenor
* See Webinar section below
* This is Carol Jo’s final meeting. Jason Zafereo will be taking over as Vice Chair for the next meeting and will not need any transition.
* Membership Secretary – Anne O’Donnell
* Current membership steady @ 231.
* No new members since CSM.
* This his Anne’s final meeting. She will be happy to consult with new Membership Secretary David Nolan in order to transition roles and responsibilities.
* Treasurer/Secretary – Chrysta Lloyd
* Budget: $1000
* No expenditures from CSM
* Minutes from CSM were sent to Julia for posting.

**Committee Reports**

* Nominating Committee – David Gillette
* No new report
* Elections are up and running on the APTE website.
* Program Committee – Dana Tew
* No report given
* Scholarly/Research – Yvonne Body
* No updated information to provide.
* Communication – Christina Gomez
* Newsletter was sent out yesterday. The next newsletter will be in May.
* The question was raised if Christina will be an administrator for the new SIG web site to upload documents?
* Christina will be one of the administrators for the page to upload the newsletter but the Think Tank will be handled by an APTA liason since the information will be open to the public.
* Christina will need to have admin access and education regarding uploading files to the new site- this will happen once all of the administrators are established.
* Christina will start attending the ORF SIG quarterly meetings to communicate across SIG’s.
* The question was raised if there is anything from other SIG’s to add to our newsletter? Christina has contacted other SIG’s but has only heard from Ortho (Matt) and AOMPT (Elaine).
* She will send a reminder about the elections the last week of March if the APTE does not plan to send one out.

**Initiatives**

* HUB – Christina and Yvonne
* Christina is going to keep posting there but the plan is to focus efforts more on the new website.
* Is there a way to increase membership participation on the HUB? No. Members have to join the forums in order to participate. There is not a way to e-blast current topics being discussed on the HUB to gain more participation.
* The website may be a better place to concentrate our focus since the HUB has not gained traction with the membership.
* The question was raised: The research information is not they are not on the new website. It is still located on the HUB. It can be on the website but should be located on the SIG page to limit access.
* Yvonne will send information to Sara about which documents she wants posted and how she wants information listed or designed on site she will pass information on to Julia. Hopefully we can keep things consolidated and have individuals access the information through links on the site.
* Concern was raised about how we would be able to get people communicating about multiple specialty research areas. If we limit access then it may limit discussion. The purpose was an attempt to get collaboration for ongoing research and have a place to house currently published research. The issue is if it is limited to members then we will limit research that can be gathered.
* What framework can we use that will facilitate communication? Unsure if APTE is the area and it may be premature to add it outside the SIG site. We need to determine how we want to communicate with everyone.
* It is unsure if we will continue to work in our own silo or if the Research Collaboration group will have its own website. For now we will put the research information on the APTE website SIG page. We are unsure if that is where it will stay.
* Website: R/F Education tab may need to be renamed R/F Research and put the resouces on that page vs the HUB.
* Having the research information on the website will get traction to the Think Tank and vice versa. Can we have a link on our Think Tank to the research page to improve ease of accessibility?
* Think Tank – Sara
* Edits and Corrections have been sent to Julia as well as broken links.
* Not sure where it sits in webmasters’ work cue but would prefer the broken links to take priority over the edits and corrections.
* Would like to receive data from web editors on how many hits the Think Tank gets.
* We need to work on publicity for the Think Tank. Perhaps we can do another email to remind other chairs and members about the Think Tank by April. Christina has already sent an e-blast with a postcard reminder to check out the Think Tank to everyone she could.
* Webinars – Carol Jo
  + Research Collaboration group update- Sara/Yvonne
    - Matt Habrl had a bunch of great research ideas at CSM RFESIG meeting. Sara forwarded the information to Raine about the research questions from CSM.
    - Currently preparing two presentations to sell the value of R/F education in order to continue to move the profession forward. We need to get multiple stakeholders to buy in to the importance and value of R/F education: from Administration to therapists to students. These two presentations will be held at ELC.
  + G. Steering committee for RFSIG chairs update-Sara
    - Met at CSM w/ updates from each group.
    - No initiatives or formal mission established.
    - No new information to report.
  + H. Priorities for next year-Sara-see document
    - Webinar/Forum Discussion
    - Facebook live was suggested but familiarity with this option is limited amongst the group.
    - The file size for a pod cast posting to the web page is limited and that volume of data cannot be held for long on the site. The forum is not open access and therefore will not allow non-member access.
    - The previous Webinar broadcast was held through the Ortho site and was open access. The Academy of Ortho PT site has the space. Possible collaboratation with Ortho again but the information would stay on the Ortho site. We may be able to have a link on our page to the site to allow our members access.
    - We need to reach out to our SIG members that said were interested in participating more with the SIG.
    - Speak to Matt about the collaboration piece and then find someone who has expertise to facilitate the dialogue about the specific topic.
    - Chrysta will initiate contact with Matt and Carol Jo will contact Chrysta to advise about logistics and planning the webinar.
    - Goal: 1-2 forums this year. Will need to notify members how long on and when they will be held.
    - Christina will research how to create Audio of Pod Cast and upload to Itunes. No need for a visual presentation only an agenda. Try that first to see how that would work.
    - Christina will send out an email to members that were **not** at CSM to see if they would like to participate in SIG activities.
    - Christina will also explore other audio options.
* 2019/2020: New initiatives:
  + ***Underlying foundation of teaching/learning: Practice Based Learning: It is essential for the creation of tools/resources. Why we need it and how to apply it appropriately?***
    - * Gail Jensen would be a great resource for this. May not work as an **Educational Workshop** but could be a **Mentoring Program**: pair seasoned educators and educators new to teaching.
      * Have a coach to assist and guide program directors, mentors, educators.
      * Clinician educators paired w/ academic educators.
  + ***Develop a mentoring program to pair new programs with well established programs and new educators with seasoned educators.***
    - * RFE SIG could host an evening social where we pair up R/F directors/mentors.
      * This could get more clinicians to come to ELC.
      * Plan: Incorporate an educational component at our ELC SIG meeting. Roundtable discussions centered around education and teaching. We can connect people who have expertise. Do a quick business meeting (30 min). Then the rest will be a working meeting. Market the meeting as a partial education meeting w/ specific topics and roundtable discussions with an expert.
      * Another opportunity to engage members to lead roundtable discussions.
      * Christina can send information about the idea via the newsletter.
      * Chrysta will create a Google doc for the board to write topics for round table discussion. Please place your name by the suggestion and the person that you recommend lead the discussion. E.g. How to deal with mentor burnout.
        + Let us know if you will not be able to attend ELC but feel free to add topics for discussion.

Meeting adjourned @11:02 am