

Academy of Physical Therapy Education - Residency and Fellowship Special Interest Group

Phone conference: ~~July 13, 2018~~ Friday September 14th, 2018 at 11am EST

Your TOTALLY FREE Conference Telephone Number: (712) 432-3496 Conference ID: 280300

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

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Note: Yellow highlights indicate action items. Green indicates approved motions.

Agenda:

The meeting was called to order by Sara Kraft @ 10:06 am CST

- July meeting minutes were reviewed by committee for corrections
- A motion for corrections to the minutes was made by the Chair.
- July minutes were approved unananimously.

Officer reports:

- **Chair** – Sara
Requested the committee send any information officers would like to share with the membership to Sara so they can be added to the agenda for the ELC RFESIG meeting.
- **Vice Chair** – Carol Jo Tichenor. Report given by Sara Kraft
See Webinars section
- **Membership Secretary** – Anne O'Donnell
218 members.
- **Treasurer/Secretary** – Chrysta Lloyd
Due to the current requests for budget based on the proposed projects: We have not recommended an increase in the budget and have asked Julia to put us down for the usual \$1000.

Current available budget: \$ **679.72**

Committee Reports

- **Nominating Committee** – Jason Zafereo

A call meeting was held on 9/25/18 for the Academy Nominating Committee. Deadline to submit nominations for a position is **Dec. 1st**. We currently have no applications for nomination to RFESIG positions. The recommendation was made to announce available positions at ELC RFESIG meeting. **Christina will send out an email regarding open positions in our SIG.** Jason is planning on running for Vice Chair. Available positions: Membership and Nominating Member. An email from the Academy was sent on the 1st but was not very visible. **Jason requested the committee use our influence to get recommendations for positions from the committee.**

- **Program Committee** – Dana Tew
A link is being sent to the committee for volunteers that would be available to moderate at ELC. Kudos for Christina for announcing regular program updates in newsletter.
- **Scholarly/Research** – Yvonne Body
Completing research search and the update to the HUB will be done soon. No contacts for those presenting at ELC have been received but would like to get a picture of some presenters ELC or CSM in order to highlight their research. Getting research about RF has been a challenge. Will not be able to attend the ELC Research meeting but is hoping for it to be available via Zoom.
Sara- At a meeting with Rayne Osborn and Carol Jo; Sara discussed RF research and where it is going and wants to start a Task Force to discuss what is needed and possibly connect residencies to partner for a larger project. Research meeting will be offsite to save cost and due to the possible length of the meeting.
Yvonne has a section for collaborative research on the HUB available for contacts. The collaborative research section holds information about: Education, Research on RF, and Research done by former residents/fellows.
Sara- Sara wants to know how we get everyone to buy in and on the same page since most residencies are small. The Research Meeting @ ELC: A broad group of people outside of our SIG that are involved in a lot of research were invited to the meeting. Invitees include: Addy Middleton, Kendra Harrington, Carol Jo, Rayne Osborn, Greg Hartley, Yvonne Body. Some will not be able to attend but will conference in.

A motion for the RFE SIG to fund the food for the meeting was made by Sara.
The committee unanimously approved the RFE SIG to fund the food for the meeting that will be held at an offsite location (Brooks Health).

- **Communication** – Christina Gomez
Next newsletter scheduled for Nov. after ELC. Plans to feature research in conjunction with Yvonne. **Christina will photograph a couple posters with the author to place in the newsletter with a brief bit of information. Will need author name and contact information.**
Will send out E blast @ elections and another one about ELC. Requests for other topics to be in the newsletter to be emailed to Christina. Christina requested feedback regarding too many emails regarding HUB and Eblasts and Newsletter being sent out. No one thought it was excessive.
Sara suggested that highlights about research would help get more people to look at their research and get more people to share their research for future posting to the SIG newsletter.
In the future, Christina will add a page in the newsletter specifically for research. Yvonne voiced concern that there may not be enough information to place in the newsletter regularly.

Initiatives

- **HUB** – Christina and Yvonne
Hoping that the RFESIG's increased visibility and projects will bring more people to the HUB.
- **Think Tank** – Jason
Current tasks: preparing for ELC presentation, CSM presentation, Resource Compendium. Still trying to figure out where to place the information in the compendium. No longer accepting more resources.

Sara- Wants to have a sample of what we are going to post by Nov. 1st for posting by Jan 1st. We will follow the format of Neuro Section for the Platform of the Resource Compendium.

Christina- Carol Jo wants to set up a conference w/ Julia, Jason, Sara and IT for brainstorming how to find a location for the resources on Communication Platform. Not looking positive to have a separate platform. We may have to post on the RF HUB first.

Yvonne- RFESIG HUB will be able to be seen by other sections. Problem is we cannot post to the platform because we do not have administrative privileges to make changes. Someone else will have to post it after we send it to Julia. We cannot post specifically.

Christina clarified that 1 or 2 people can be administrators and we can have a discussion board through a forum they are developing. Full access to some will be allowed but we could restrict access to other people. Carol Jo would like to be able to customize the look (headings/subheadings/documents/colors), which we are not able to do on our current HUB. We can create our own website which would cost money and need to be managed. The Ortho RF SIG offered to post our information on their site.

Sara- We can post on the Academy to site but you would have to be a member of the Academy to access the information, however, if we post on the HUB you do not have to be a member of the Academy. We need to cross specialties and want everyone to be able to access the resources.

- **Webinars** – Carol Jo. Report given by Sara Kraft.

The first Mentoring webinar in collaboration with Ortho RFE SIG was successful and the follow up will be held in Nov. **Date TBD**. Ortho section gave each speaker an honorarium of \$150/speaker last presentation and Carol Jo would like us to host the next webinar.

The question was raised: What happened to the webinar which was available until Sept. 1st? Can it be recorded and posted for the future?

Sara- A motion was made to give an honorarium of \$150 per speaker for Matt Briggs and Arlene McCarthy totaling: \$300. **The committee unanimously approved the motion.**

- **Development of Common Communication Platform** - Christina
See Think Tank

- **Excellence in Mentoring Award Criteria** - Sara

The award was approved by the Academy Board. However, one of our SIG members was on the committee and that part was not approved by the Awards committee in the Academy. **Nominations for the Award will be requested in the next newsletter.** The Academy will fund the award. Dec. 1st is the deadline which is the same as the other Awards for the Academy to be given at CSM. The Academy will also post in the large call out which is due to come out any day.

- **ELC – RFESIG member meeting** set for **Friday Oct 12th at 5-6:30pm** location will be in conference hall Room TBD, **Research Meeting** set for **Friday, October 12th at 7:00pm** at Brooks Health.

- The next RFESIG member meeting will be held at CSM.

- **Steering committee of RF SIG chairs** - Sara

Updates in the SIG were given by each chair. Kendra is coming up with a mission for the RF SIG Chair Steering Committee. This has not been finalized. Next meeting will be at CSM. Discussed the success of the webinar with Arlene and Matt. No new information was presented in the meeting. Considering a concussion, endurance athlete, neurological _____ fellowship.

The Chair closed the meeting at 11:02 am CST