**RFESIG Executive Committee**

**Agenda**

**Date: September 8, 2023**

**Time Zone: 3:00 pm CT**

**Location: Zoom Meeting**

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| **Time** | **Topic** | **Purpose** | **Proponent(s)** |
| 3:00 pm | Intro | Introduction | All |
| 3:05 pm | Officer Reports & Welcome* Chair – Darren Calley
	+ July 2023 AoE Board Meeting
	+ Website Updates
	+ 2023-2024 RFESIG Goals – see below
	+ Building member connections & provide resources.
* Vice Chair – Dave Nolan
	+ Updates: none
* Membership Secretary – Martha Bloyer
	+ Updates on mentor video review process
* Treasurer Secretary – Kristel Maes
	+ Updates: none, few funds spend. Brainstorm ways to spend funds:
		- $400 per video
		- Honorarium for research panel. $150 per person x 5=$750
 | Update & Discussion | Officers |
| 3:10 pm  | Committee Reports* Nominating Committee Chair – Casey Unverzagt
	+ Updates 2023-2024 election cycle
* Communications Chair – Kris Neelon
	+ Newsletter update (highlighting ResFel SIG’s)
* Program Committee – Laura Zajac-Cox (ELC) & Christina Bentrewicz (CSM)
	+ RFESIG ELC information
	+ Education sessions:
		- Limitation of 3 submissions to CSM
		- 25% acceptance rate at CSM
		- 45% acceptance rate at ELC
* Scholarly Research Chair – Raine Osborne
	+ Residency Fellowship Research Symposium 9/12/23 7-9 pm ET & 9/16/23 11am-2pm ET
 | Update | Committee Chairs |
| 3:30 pm  | Key Discussion Items* ELC 2023 RFESIG Business Meeting on Saturday 10/14 8-9:30 am
* Distinguished Mentor in RF Education Award nominations due 10/15/24
	+ Need RFESIG leadership to review/score with rubric: Dave and Krissy Stein to review nominations and send to Darren
* Website updates
	+ New site follows APTA branding guidelines
	+ Novi soft launch date late September
	+ We can have 1-2 individuals with limited admin access to edit RFESIG web page: Kristel and Martha
	+ Review current website content for changes
	+ Send changes to Michelle Doyle, Association Coordinator (michele@aptaeducation.org)
	+ Videos can be uploaded to AoE account, then embedded in web page
	+ Rebranding ‘ThinkTank’ as ‘Resources’? Kristel and Martha to review
	+ Decide what content is ‘members only’
* Just in Time Resources
	+ Mentor videos update – [google document outline](https://docs.google.com/document/d/1y_L1HqlrcnGl2p-6a1zmdMBISnNNm0YCMthUZ5uVnXs/edit?usp=sharing) $200 per video
	+ Faculty/mentor development – ‘Take 5’ videos?
* Develop a ‘benefits of completing a residency/fellowship’ package with recommendations for all PT programs to utilize? Discuss at next meeting.
* Other ResFel SIG Updates
	+ Sports AASPT Specialization SIG moving toward a match system (pilot 2024, implement 2025)
	+ ORFSIG – Exam question & curriculum sharing
	+ Others
 | Discussion | Darren |
| 3:50 pm  | Upcoming meetings* Executive Committee Meeting pattern: 2nd Friday of Jan, March, May, July, Sept, Nov @ 3:00 pm CT
 | Discussion | all |
| **Initiatives** |
| * Collaboration & Networking with ResFel SIGs
	+ The RFESIG is engaged in connecting other residency and fellowship education SIGs and leaders by collaborating on projects, sharing resources, providing networking opportunities, and creating innovative strategies to promote excellence in RFE.
* Mentoring and Education resources & videos
	+ The Collaborative Initiatives Among and Residency & Fellowship SIGs seeks to provide faculty and mentor development resources and build connections to support residency and fellowship SIG's
* Research Collaborative - Residency Fellowship Research Symposium
* Think Tank Refresh
 |
| **Upcoming Dates** |
| **Next RFE SIG Executive Committee Meeting: Friday, November 10, 2023, 3:00 pm CT** |
| **RFESIG Roles** |
| * Darren Calley Chair
* David Nolan Vice Chair
* Kristel Maes Secretary/Treasurer
* Martha Bloyer Membership Secretary
* Casey Unverzagt Nominating Committee Chair
* Kristina Stein Nominating Committee
* Kris Neelon Communications Committee Chair
* Laura Zajac-Cox & Christina Bentrewicz Program Committee Chairs
* Raine Osborne Scholarly Research Committee Chair
 |
| **Attendance** |
| Darren Calley | x | Kris Neelon | x | Kristina Stein | x |
| Martha Bloyer |  | Eric Monsch |  | Casey Unverzagt | x |
| Kristel Maes | x | Raine Osborne | x | Laura Zajac-Cox |  |
| Dave Nolan |  | Ryan Pontiff |  | Christina Bentrewicz | x |

X = Attending; NA = Not Attending

**2023-2024 RFESIG Goals**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **AoE SIG** | **Board Position Goals** | **Strategic Plan Goal Being Addressed (Name and Letter)** | **Time Frame for Meeting Goal** | **Catalyst(s) to Achieving Goals** | **Barrier(s) to Achieving Goals** |
| RFESIG | Implement Residency/fellowship symposium. Take information from symposium to formulate research groups, plans, metrics. | Elevate AB; Lead A | 12 months | Symposium planning group; RFESIG leadership; connect with scholarship goal Scholarship of Education | Coordination and communication; follow-up action steps. |
| RFESIG | Add mentor training videos, rebrand THINK TANK, curate web-site content | Lead B; Advance B & C | 12 months | Residency & Fellowship Specialty SIG leaders; RFESIG leaders | Development of and vetting mentor video content. Defining new content branding. Disseminating, communication updates to members. |

 **Academy Goals: 2022-2024**

**ADVANCE: Inspiring physical therapists and physical therapist assistants in their roles as educators.**

* A. Pathways – Creating pathways to inspire emerging educators.
* B. Advancing – Developing professionals through contemporary educational opportunities using innovative and accessible methods.
* C. Sharing - Disseminate best practices and resources to physical therapy educators.

**CONNECT: Leading physical therapy education through organizational collaboration and member engagement.**

* A. Partnerships - Create and strengthen interactive partnerships among education stakeholders.
* B. Members - Increase member involvement in the Academy to promote a diverse and inclusive environment.
* C. Representation - Ensure strategic representation of the Academy in every relevant forum

**ELEVATE: Elevating the profession by furthering physical therapy educational research.**

* A. Research Agenda – Prioritize research based on the gaps in evidence to support best practices in teaching and learning in physical therapy education.
* B. Collaboration – Support the development and collaboration of education researchers.
* C. Strengthen – Strengthen education research initiatives.

**LEAD: Exhibiting strong leadership to advance the Academy.**

* A. Members - Engage members to contribute to achieving the vision of the Academy.
* B. Communications – Maintain a strong Academy presence through branding, clear messaging, publications, and visibility.
* C. Leadership and Management – Maintain excellence in governance and management with a dedicated team and pipeline of future leaders.
* D. Resources – Supplement revenue streams to advance the mission and serve the membership.



Link to [RF Research Symposium Registration](https://nam12.safelinks.protection.outlook.com/?url=https%3A%2F%2Funf.co1.qualtrics.com%2Fjfe%2Fform%2FSV_514v5IQ4Mpb0OVw&data=05%7C01%7Cdcalley%40mayo.edu%7Ccded1b74635b4ea258c208db6e0a34ac%7Ca25fff9c3f634fb29a8ad9bdd0321f9a%7C0%7C0%7C638224762350718998%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=7JLyW3o9JPkdLpqo%2FE4oQz3m7aotMfzUwgHXZ%2BIH%2FPc%3D&reserved=0)

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1. Please distribute this symposium invitation to your students, colleagues, employers, and other stakeholders!

Please contact RF.Research@aptaeducation.org if you have any questions.

