Georgia Consortium of Clinical Educators

Conference Call

January 22, 2018

Present: Kathy Schaefer, Carla Huggins, Tami Phillips, Janet Tankersly, David Taylor, Dan Dale, Patricia Bridges, Sarah Caston, Debbie Prouty, Jenny Wiley, Christine Miller, Tracy Wright, Daniel Maddox, Joy Adams, Julie Miller

Meeting called to order by Kathy Schaefer at 9:05 am

1. Kathy notified the Consortium that in about 1 month she will have a Georgia Southern email
2. Budget:
	1. Our bank account currently has $9251.62 and with 2 recent checks that have not been deposited yet, that would put us near $9600. Consortium dues payment requests have been emailed to all of the participating academic institutions.
3. Annual Symposium
	1. To be held March 24th in Augusta
	2. Cost $40 which will include course and continental breakfast, lunch, and snack
	3. Topics will include Clinical Reasoning (Tami Phillips) and Acute Care, Peds and Geriatric Competencies (David Taylor), with lunch discussion regarding ELC/NCCE/ and APTA updates. Kathy will speak with David further about the lunch agenda.
	4. Janet will send information about campus catering and hotel accommodations/rates to the group after the meeting. Catering can be done by Campus Catering or University Medical Center. Group consensus was to do a continental buffet breakfast which will cost approximately $6.59 a person, and lunch will be a deli bar. Janet will send the specific options to Kathy. (The 2017 expenditures were $1688.40 for breakfast and lunch, 100 waters, a snack basket, and Saturday delivery charges.)
	5. Parking is free on Saturday. Do not worry about the reserved numbers in the lot. We will enter the building from the front door that is facing the parking lot.
	6. The main room for the Symposium can hold about 60-80 people, and Janet can procure an additional room if we want it. There is also an atrium area with a podium/microphone to set-up the food and have lunch.
	7. Jenny/Tracy: will handle the payment process via Eventbrite and Tracy will look to see if we still have a vendor account in APTitude.
	8. Kathy will send another draft of the flyer out next week, including a map and hotel information. The plan will be for us to do a late February mail out, with a deadline on the flyer for the catering count.
	9. CEUs will be provided via Augusta University and Janet will handle.
	10. Carla will send the evaluation forms to Tami and David for modification.
	11. Tracy will look into the possibility of recording the course.
4. We still need people to assist with registration, photography, handouts (Tami and David spoke later and prefer to post electronically on the website if possible), and could hand out evaluations forms only.
5. The Consortium members will plan to meet the night before the symposium for dinner and a brief meeting.
6. Consortium members planning to attend CSM are: Janet, Carla, Tami, Sarah, Trish, Jenny, Dan Dale, and David. We will see if we can get together for a meal, and also to bring back info to GCCE regarding the ACAPT round table on Wednesday night, the CESIG meeting, etc.
7. CCIP courses will be held at Brenau in the summer/August timeframe, and Emory is planning a course in May. The Consortium is planning on funding a course in south Georgia in August/Fall with Anne Thompson and Tami Phillips as trainers. Will make some decisions in the coming months about location: Valdosta vs. Albany vs. St. Simons. An Advanced Course will be held at CHOA and in N. FL soon. Tami will see if she can find out dates.
8. Tracy Wright wanted to make sure that it was still appropriate to convey info about site concerns to the group. In the past, people have asked if anyone utilizes a particular site, and then the appropriate individuals speak off-line.

Respectfully submitted,

Tami Phillips

GCCE Secretary