GA Consortium of Clinical Educators

Meeting Minutes

November 17, 2015

**Attendees**

Kathy Schaefer, Executive Director (Armstrong Atlantic)

Carla Huggins, Director (GSU)

Jenny Wiley, Secretary (UNG)

Janet Tankersley, Treasurer (GRU)

Christine Miller (Chattahoochee Tech)

Jeannette Anderson (Mercer)

Tami Phillips (Emory) - HAPPY BIRTHDAY!!!!

Trish Bridges (Emory)

Tracy Wright (Brenau)

Kathy opened meeting at 10:00 a.m.

1. Programming Committee- Jeannette and Tami
	1. Wellstar confirmed
		1. Auditorium 8:30-4:30, February 27
		2. Max 150 attendees
		3. Jeannette- discussing food options with Charlotte
			1. Carla with help with catering
	2. Tentative Plan
		1. 8:30 -9:00- Registration
		2. 9-9:30- GCCE information
		3. 9:30-12:00- 1st session- Generational Issues
			1. Possible presenter: Andrea Hershatter from Emory Goizueta Business School
			2. Possibly bringing up Connie Grace of Brooks for presentation on 2:1 model.
			3. Tami has offered to lead this discussion if needed
			4. Kathy- would like focus to be on solutions (rather than on negative behaviors)
			5. Jeannette- have people read Peggy Gleason article, “Managing and Motivating the Generations”, prior to meeting then have discussion followed by break out groups
			6. Tami will do lit search to see other disciplines in healthcare who have covered these issues
			7. Tami: “Be cautionary of the fact millennial instructors will be in the room when participating in talks”
			8. Tami- focus of topic- learning to look through different generational lenses and how do we teach/talk/approach those of different generations
		4. 12:00-1:30- Lunch (possible working lunch)
		5. 1:30-4:15- 2nd Session 2:1 model
			1. Working on overview of literature
			2. Panel- will be moderated by Donna (with representation from OP neuro, ortho, and acute settings)
				1. Have willing therapists and students who have successfully used 2:1 model
				2. Dawn Hicks, Laurie Rogers willing to come speak
				3. Christine will look for PTA’s willing to speak also
			3. Break out session by practice environment
				1. Design how you would implement in own clinic and present to group
		6. 4:15-4:30- wrap up/ Evaluations
	3. ~6 hrs CEU available to attendees granted through EMORY
	4. Tami- fees/registration
		1. Jennifer Markely at Emory (Continuing Ed) can manage all online registration for us and allow people to pay with credit cards for a small fee
			1. Will need to have ready by next month to prepare for Jan registration
		2. ~$2700 total for event
			1. Estimating $25 per person for food ($1250 based on 50)
				1. Food to include morning and afternoon breaks as well as lunch
			2. Donation to Andrea H. for speaking in morning ~$250
			3. Stipend for speakers/panel participants ~$50 each ($300 total)
			4. Travel expenses for Connie Grace (airfare/hotel) ~$400
			5. Admin Fees
				1. $300- handouts/certificates/thumb drive/pens
				2. $200- unexpected expenses
		3. Want to offer six free seats to Wellstar staff
		4. Possible fee to attendees
			1. $45 or $50 per person? (TBD in December)
		5. Jeannette: calculations based on 50 people attending
	5. ACTION ITEM: Tami and Jeannette to make final decision regarding conference fee after first reviewing w/Janet.
	6. Marketing
		1. Dec, Jan, Feb
			1. Flyer to share with facilities (Do we have a volunteer to create the flyer?)
			2. Facebook event and link to Facebook (Tracy to develop Facebook page for Consortium.)
			3. PTAG Blast
		2. Deadline for Registration: Feb 12, 2016
	7. Member participation
		1. Tami, Donna and Jeannette will meet and identify assignments and disperse to members. The following people have already volunteered to help:
			1. Carla and Tracy – food (including shopping)
			2. Christine - Certificate template and photography at event
			3. Tracy- Facebook page
	8. Unanimous Approval by GCCE
	9. ACTION ITEM: Janet and Kathy to find out about possible need for 1099 for speakers
2. Treasurer Report- Janet
	1. Currently have $7509.72
		1. Still missing 3 institutions’ dues (Chattahoochee Tech, Atlanta Tech, Athens Tech)
	2. If all dues are collected we bring in $2550.00/year
3. CI Credentialing Courses
	1. Emory in May
	2. Brenau having Sandy Capps offer a course
	3. Contact Kathy to have courses advertised on GCCE website
4. National March 1st Mailing date
	1. Not much information out from the Education Section
5. Future conference call
	1. Early January?
	2. ACTION ITEM: Kathy will circulate a Doodle Poll for early January.

Respectfully submitted,

Jenny Wiley

GCCE, Secretary