**Consortium on Humanities and Ethics in Physical Therapy**

Leadership Committee Meeting via Zoom

November 28, 2017

12:00 p.m.. Central Time

***Meeting Minutes***

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| *Participants*    *Unavailable* | Jennifer Hastings – University of Puget Sound  Sarah Luna – University of the Incarnate Word  Cindy Dodds - MUSC  Donna Smith - University of Vermont  Nathan Brown – University of the Incarnate Word  Jim Brennan - The Sage Colleges  N/A | |
| *Purpose* | To discuss issues related to CHEP |  |
| *Agenda Item* | *Summary & Action* | |
| **Elections** | * 2 nominations for open nominating committee position | |
| **Communication** | * Grant and Writing Award information shared with CHEP membership, ACAPT newsletter and social media * Submitted report from CHEP to ACAPT, including writing contest and grant deployment | |
| **Writing Award** | * No entries at this time | |
| **Grant** | * No Applications at this time * Question was asked about Leadership Committee (LC) members applying. There is no requirement that makes LC member ineligible; however, LC members must recuse themselves from voting. | |
| **CSM 2018** | * CHEP General Meeting is Thursday, February 22, 2018, 6:30 p.m. - 8:00 p.m. * Room set-up: round tables w/ chairs * Plan for 60 people; 6-10 per table * Goal is to create some practical take-aways that can be implemented in the classroom or clinical education setting * Leadership committee to develop prompts for small group discussions; **post to Google drive by January 5th** * Each table will address all 3 topics * CHEP Leadership Meeting is Friday, February 23, 8:00 a.m. | |
| **Misc.** | * Minutes:  all in attendance approve, others indicate “read” * SL to create “read” option in minutes * JH to send out survey monkey that includes inquiry about credentials (PT vs. PTA) | |
| **Action Items** | * **ALL-** create prompts related to assigned topic for small group discussion; post to Google drive by **January 5th** * **Jennifer**- Doodle poll re: meeting week of Jan 15th; SurveyMonkey | |

Meeting adjourned: 12:37 p.m. Central Time

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| **Approval of minutes:**  Please complete the table below.  In the “Action” column, indicate whether you read, edited, or approved the minutes. | | | |
| Name | Date | Action: Read  Edited Approve | Comment |
| Donna Smith | 12/4/17 | Read  Approve | Please send email (such as link to meeting minutes) to UVM address rather than emory address.  Thanks, Sarah. |
| Cindy Dodds |  |  |  |
| Jim Brennan |  |  |  |
| Nathan Brown | 11/29/17 | Read  Approve |  |
| Jennifer Hastings | 11/29 | approve |  |
| Sarah Luna |  |  |  |