*Meeting was called to order at 9:03 am CST*

**Board Attendees**: Cheryl Resnik (Chair), Samantha Brown (Vice Chair), Shelene Thomas (Director), Mary Blackinton (Board Liaison, ACAPT), Kimberly Beran-Shepler (Secretary), Mary Sinnott (Director), Myles Quiben (Director)

**Absent**: Holly Wise (Director), Steve Jernigan (Director)

**Minutes Recorder**: Kimberly

*Key points identified in today’s meeting:*

1. Review of the Minutes
   1. Minutes from BoD Meeting 1.22.18-approved
   2. Minutes from Members meeting at ELC 10.14.17-approved
2. Reviewed NIPEC Website-Samantha
   1. Cheryl was able to meet with Sandy Brooks (note name change from Rossi) in person and fix several bugs at the IPEC meeting and to give her contextual information about IPE
   2. Search feature still has a bug if you hit “return”
   3. IPE summaries tab seems to be working, Samantha receives notifications and should be able to publish them
   4. Samantha gets notification once someone submits to the consortium discussion board, still some features that are being worked on
   5. Our web page was submitted to IPEC by Cheryl
   6. PDF version of documents are available on the website under the “documents tab”
   7. Highlight our website at the ACAPT board round table discussion at CSM

ACTION ITEMS:

-Samantha to continue to work with Sandy on some slight glitches and to change “Faculty Development Resources” to “IPE Development Resources”

-Cheryl to submit IPEC documents to everyone on the board

-Mary B will highlight our website at the ACAPT board round table discussion at CSM

-All Board Membersare to submit ONE “IPE Summary” to ensure it is functioning properly before a CSM so we can show members

-All Board Members: send upcoming meetings to Samantha that are relevant to IPE

1. Cheryl needs to submit a report to Sandy about our consortium
2. NIPEC Happy Hour Thursday February 22 from 5-??? at CSM
   1. Mary S and Cheryl will be attending a meeting HPA Board of Director’s meeting from 4-5pm in the Royal room Hilton
   2. Board members planning on attending CSM: Cheryl, Mary S, Mary B, Myles, Steve, Kimberly
   3. Cheryl was unable to get on the agenda for the Presidents meeting to try to form partnerships with other sections

ACTION:

-Cheryl will send out at a save the time to members

-Mary S will get the names to Cheryl on who to contact for the presidents

-Kimberly and Steve to determine location when they get to CSM

-All Board Members: send cell phone number to Kimberly and she will compile a list to aid with communication during CSM

*Meeting was adjourned at 9:38 pm CST*