**West Virginia University Health Sciences Center**

**IPE Steering Committee Meeting**

**MINUTES**

**November 19, 2014 – 3:00 p.m.**

**HSC Administrative Conference Room**

Those attending:

Rachel Abraham, MD, MPH, Director, Workforce Development and Extended Learning, School of Public Health

Charles (Chuck) Coole, BA, Grant Education Coordinator, IPE

Rebecca (Becky) Kromar, RN, DNP, MBA, School of Nursing

Elisabeth Shelton, RN, PhD, Associate Dean for Undergraduate Academic Affairs, School of Nursing

Ralph Utzman, PT, MPH, PhD, Associate Professor and Academic Coordinator of Clinic Education

Travis White, PharmD, BCACP, Clinical Assistant Professor, School of Pharmacy

By Phone:

Georgia Narsavage, Director, Office of InterProfessional Education

Those unable to attend:

Amy Burt, MOT, OTY/L, Assistant Professor, Occupational Therapy

Scott Cottrell, EDD, Associate Dean, Student Services, School of Medicine

Christina DeBiase, MA, EdD, Associate Dan for Academic Affairs, School of Dentistry

Rashida Khakoo, MD, MACP, Professor and Section Chief, School of Medicine

Mary Beth Mandich, PT, PhD, Associate Dean, Professional Programs, School of Medicine and Chair, Physical Therapy

Michael Mueller, Student, School of Medicine

Louise Veselicky, DDS, MDS, Associate Vice President, Academic Affairs, HSC

April Vestal, MPH, Associate Director, Institute for Community and Rural Health

OPENING OF MEETING

Dr. Narsavage conducted this meeting via conference call beginning at 3:00 p.m. asking for any changes or additions to the Minutes of October 29, 2014. There being none, the Minutes were approved.

Update on IPE Office Activities

* Web Site

Please continue to send changes, dates of activities and announcements to Chuck Coole to post on IPE Website.

* IPE Speaker Series

Dr. Abraham stated that she is still in the process of identifying dates and locations for future IPE Speaker Series programs.

* Faculty Training

Dr. Narsavage stated that the IPE Office is waiting for responses from the review of “terminology quiz” for faculty training scheduled for December 12 (1:00 – 3:30) and December 15 (4:00 – 6:30). A summary report will be prepared for the next scheduled IPE Meeting to review.

* Team STEPPS Faculty Development Workshop

The workshop will be held on April 10, 2014.

* Support for Macy and HRSA Grant Development

A small team workshop proposal has been submitted and the IPE Office is awaiting a response. It is hoped to obtain a speaker for April 10th and for the development team to meet with the speaker prior to the date of the event.

UPDATE ON BENEDUM COMMUNITY-BASED CARE GRANT RFP DISTRIBUTION

A Claude Worthington Benedum Foundation grant has been awarded to Drs. Alan and Barbara Ducatman and co-director, Professor Beverly Kirby of the School of Medicine (MLS), titled “Translating Research into Improved Practice in Rural Access Hospitals” in partnership with Dr. Richard Wittberg working with Roane General Hospital, and Minnie Hamilton Health System will be funded in the amount of $10,000 for Personnel and Travel expenses with a start date of December 15, 2014. It is agreed that all expenses above $10,000 are in-kind as documented in the application.

Dr. Narsavage reminded the members that grants are still available under this program and to make their colleagues aware of this funding opportunity.

EVALUATION OF SECOND SESSION USING MARSHMALLOW CHALLENGE –

TRAVIS WHIE AND RALPH UTZMAN

Drs. White and Utzman gave a report on the Marshmallow Challenge activity held on November 10, 2014. The exercise was well received and ran smoothly, including the refreshment process. Students seemed to enjoy the activity but were not eager to respond in the debriefing or reflection portion. Discussion was held on the challenge of student participation in activity feedback at the conclusion of the sessions. We need to implement a reflection mechanism to encourage student feedback. It was also noted that some students attend these sessions but do not participate. It was also noted that students completed the multiple choice survey on roles at the beginning of Session 2. This survey will then be repeated at the end of the 4 sessions.

Discussion was held on whether we want to make the sessions into an elective or perhaps certification program. We can look at options.

UPDATE ON PLANNING FOR SPRING 2015 SESSIONS USING TEAM-STEPPS COMMUNICATION – Becky Kromar

Dr. Kromar discussed feedback issues for the upcoming Spring 2015 sessions using Team-STEPPS:

Session 3 Communication - Date: January 12 IPE classroom and cafeteria with breakout rooms in JJ

Session 4: Quality and Safety - Date: March 30. G. Narsavage and R. Kromar have arranged with the Alumni Center to use the Erickson building for all students on March 30th in order to use AV for the session.

Various methods to encourage the students to become more involved were discussed at length including group reflections, a group representative/spokesperson, self-reflection questions via email; surveys, creating a form for making notes, use of technology (i.e. Cell phones/smart phones/tweeting). The group continued brain-storming ideas and will continue to do so, sharing new ideas with the group at the next meeting.

NEXT MEETING:

Time did not permit the discussion of the final Agenda Item: IPEC MEETING UPDATE. The next scheduled meeting for the IPE Steering Committee is Wednesday, December 17, 2014 at 1:00 p.m.(changed from 3 pm) in the HSC Administrative Conference Room at which time the IPEC MEETING Agenda Item will be discussed.

The meeting was adjourned at 4:00 pm.