The meeting was called to order by Sharon Decker at 3:00 p.m.
The minutes for November 19, 2008 were approved by consensus with a minor change.

I. Old Business:

A. Sub-Committee Reports
   1. Writing (Executive Summary): Y. Masten
      Half of the steps have been drafted. Report draft in progress.
   2. Immersive On-Line Technologies: V. Gonzales
      Submitted report.
   3. Acquiring Baseline Data ($2,500.): T. McGovern & M. Corwin
      Sub-committee is planning on scheduling focus group meetings after the holidays.
   4. Actions to be Implemented: S. Escudier
      Sub-committee was waiting for the committee to approve one of the two proposals. Sub-committee asked what the duration of this phase would be. Sharon Decker answered both of these questions.
   5. Assessment/Evaluation Strategies: K. Wood
      Have been drafting some narratives on the assessment section and focusing on instruments that will be proposed to be used. Kari Wood proposed the Clinical Teamwork Scale would work best due to less training required for observers. Kari Wood handed out the Readiness for Interprofessional Learning Scale Questionnaire and Clinical Teamwork Scale. Also, she contacted and received permission to use scales.
      Will place into summary input from Sub-committee of the different articles in each discipline that show Interdisciplinary Education (IE) Teamwork used and the outcomes.

B. Seed Grants: S. Decker
Two Seed Grants from students and five from faculty have been returned. Sharon Decker and Carla Myers have been creating a tool for the three individuals critiquing. This will be a blind study. One student and two faculties will receive a grant.

C. Modification related to November 19th meeting and meeting with SACs evaluators
   1. Student Learning Outcomes (Attachment A) –
      Sharon Decker announced this was the last time changes would be made until after SACS visit. Sharon Decker clarified reflection/debriefing will be used throughout everything. Evidence-based decision making will need to be defined. Kari Wood proposed multiple changes in wording.

      Moved and second to move changes will be implemented.

   2. TTUHSC Quality Enhancement Plan Timeline (Attachment B)
      Pilot projects were added to phases.

      Moved and second to move accept modifications.

II. New Business:

   A. Summary from SACs Conference
      Committee gave opinions on SACS feedback.

   B. Small Group Work
      1. Base Line Data – Faculty Survey; Student Survey
         Committee divided into two groups to generate ten questions for faculty and students questions related to interprofessional teamwork to acquire base-line data. Questions were submitted for report.

      2. QEP Awareness Campaign and Timeline
         Committee suggested laminated 2”by 3 ½” tags to go on name badges discussing the QEP. T-shirts were suggested to be given to student government.

III. Announcement:
     Related to /evaluator/consultant (Drs. Linda Norman and Bryan Sexton)
     Bryan Sexton will be submitted as the consultant to SACS. Linda Norman will be our internal consultant. She will visit in January.

IV. Adjournment:
    The meeting was adjourned at 4:00 p.m.
    The next meeting will be held at 3:00 p.m., January 7, 2008 in room 260D.