TTUHSC Institutional IPE Steering Committee Meeting

Minutes

September 6, 2016

**Committee Members Present**:

Renee Bogschutz Theresa Byrd

Sharon Cannon Ann Hagstrom

Sarah Jaroudi Sarah Johnston

Yondell Masten Janet Meller

Kim Peck Lisa Popp

Thomas Pressley Dawndra Sechrist

Rebecca Sleeper Kathryn Whitcomb

**Committee Members Absent**:

Crystal Brown Jim Bullard

Saju Joseph Joan Potter

**Special Guest:**

Cheyenne Mangold, SGA President

The meeting was called to order by Renee Bogschutz, Director of Interprofessional Education. Dr. Bogschutz welcomed everyone and thanked them for their attendance.

IPE Core Curriculum and Registry: The majority of the meetings discussion was focused around the approval of the IPE Core Curriculum and the launch of the website for registering IPE learning events and activities. Renee shared with the committee the response received from the Council of Deans. Overall, the Council felt positive about the forward facing website and registry and liked the idea of moving forward with the discussion of a three tiered system in IPE that would include an honors or certificate in IPE upon graduation.

The Council of Deans encouraged the steering committee to continue to push forward with improvements to the IPE Core Curriculum noting that it is not a one size fits all program, that accreditation standards will continue to push for more IPE, and that IPE will continue to need to evolve and grow in all schools/programs.

Committee members discussed the registry and any additional modifications that would need to be made before it was sent through IT security. The registry will be housed on the IPE website at http://www.ttuhsc.edu/ipe once it passes the security check.

* A “select all” button will be added to the search box
* IPE office will work on the development a PDF template with screen shots and directions for user input. Note: Following the meeting a user PDF was created and included on the website.
* Additional changes to the registry will be made as needed and identified over the next months.

Reassurance was given that the IPE office would be available to all schools/programs if they needed assistance in determining if a learning activity or event qualified or how to get it entered. The office will work with schools/programs in looking at courses or activities that are already in place to see how they could be modified to fit the IPE requirement. All activities and events entered this fall will be retroactive back to the first of the 2016/2017 school year. For all activities and events that are entered, the IPE office will:

* Review the submission to ensure it meets all the requirements for an intentional IPE event or activity.
* Email a participation certificate to the staff member submitting the event or activity. Certificates will include information stating the dates that the event or activity is approved through.
* Send through the registry system a reminder to update the events and activities annually as applicable so that the registry remains current and curated.
* Send out an email to all students, faculty, and staff when the website is live.

After a brief discussion on whether schools could implement a non-credit degree requirement that is not tied to a credit course, it was decided that Renee would look further into this issue and report back to the committee.

Documentation of IPE Learning Activity: Schools will need to work with the TTUHSC Registrar, Tamara Krauser on an ongoing basis to submit names of staff who should be given access to Banner for documenting student participation in a required IPE experience. The Registrar has identified a mechanism for the IPE Learning Activity to be logged in banner, which will then transfer to DegreeWorks and the student transcript.

Communication with School Leadership: Committee members were encouraged to continue to communicate with their respective schools/programs the directions taken by the steering committee so that all faculty and Deans are updated on the status of IPE curriculum and events.

The next meeting for the IPE Steering Committee will be scheduled for early December. At that time the committee will begin discussion on adding an honors and/or certificate program in IPE for the 2017/2018 school year.