

QEP Leadership Team Meeting Minutes
July 29, 2016
1:00pm

Present: Jeff Borckardt, Jennifer Bailey, Suzanne Thomas, Nancy Carson, Angela Egner, Alex Novgorodov, David Garr, Emily Brennan, Mary Mauldin, Donna Kern, Dan Lackland, Phil Hall

Absent: Gail Stuart, Tom Crawford, Danielle Scheurer, Bill Moran, Willette Burnham-Williams, Andrea Anderson

<u>Agenda Topic Items</u>	<u>Discussion</u>	<u>Action Items</u>	<u>Person Responsible/ Timeline</u>
1. Overview Teamwork Portfolio System	1. Jeff showed how to navigate thru the system (i.e. register a course/experience..) -System uses shibboleth so students do not need a separate login -link ip.musc.edu	1.Suggestion to take out credit hours & how can we register from the submit activity form	Jeff Borckardt
2. Evaluation of Teamwork Competencies?	1. Dr. Borckardt presented the various measurement tools from the literature as well as draft evaluation tools created 2. What framework do we use for students to evaluate themselves & preceptors?	1. Jeff Borckardt will put together draft measurements for next meeting 2. Put the form in email instead of sending a link	Jeff Borckardt

	<p>3. A. Egner suggested the practice environment measurements align with the 2 Teamwork composite questions</p> <p>4. Suggested to have students Self-assess competency</p> <p>5. Suggestion to evaluate shared accountability of team members</p> <p>6. Global assessment questions:</p> <p>Donna Kern suggests asking-- would you want this person on your team?</p> <p>(Practice environment) Would you want to work on this team?</p> <p>7. Should/can we use eValue or the ATC database system created by OII? Phil Hall asked where this is going to be? Is it a separate evaluation tool or it will be embedded in the assessment of student in clinical rotation? If it is separate, it will create problems. COP has outside preceptors and would not welcome a separate set of evaluation tool that they have to do.</p>	<p>OII to include global assessment questions on evaluations</p> <p>OII to investigate using Evaluate for evaluations to make this streamlined for students</p>	<p>OII</p> <p>OII</p>
--	---	---	-----------------------

Debrief			
Action Items Review			