

Minutes: Education Committee of IFNA

January 21, 2014

Present: C. Steinwedel, Debbie Zaparoni (facilitator online), N. Krumwiede, J. Karpa, K. Lutz, D. Huddleston. D. Curry (Board Liaison)

Topics of Discussion:

1. Announcements: Our next webinar will be on February 6, presented by Kathy Knafl. At this point approximately 14 people are registered. Many thanks to the webinar subcommittee!
2. Minutes from December meeting have been distributed and will be posted to the website.
3. Agenda Item 1: Webinars and Online Offerings Subcommittee Report: D. Huddleston
 - a. Webinar Registrations for groups: D. Huddleston reported that the designation of fee structure, especially if nursing classes are viewing the webinars, is under development at this time. Discussion ensued about the challenges of using Pay Pal for this event with groups caused the committee to put the group attendance issue on hold for now. The fee structure will remain \$25 for members and \$35 for non-members
 - b. Webinars: D. Huddleston will request abstracts for upcoming webinars and is still developing the programs for third and fourth quarters of 2014. Second quarter webinar will feature Sharon Denham. Anyone who wishes to suggest a webinar speaker or who wishes to contribute their own time and material for a webinar should contact Donna Huddleston. K. Lutz will work with D. Huddleston to solicit webinar programs and speakers. Discussion ensued regarding the use of
 - c. Certificates of attendance are currently being developed for continuing education documentation for webinar attendance. C. Steinwedel will submit the template to D. Zaparoni for board approval.
4. Agenda Item 2: Communications and Organization Subcommittee:
 - a. Bibliography update: C. Steinwedel noted that the updated bibliography has been posted to the web page for the Education Committee.
 - b. Newsletter: C. Steinwedel will be the contact person for newsletter submissions. She will contact Janice Bell (coordinating the newsletter) each month following our committee meetings. At this time, the video clips of educational tips are being highlighted, one per month, in the newsletter.
5. Agenda Item 3: Teaching Resources Subcommittee: Jane Karpa and Francine Demontigny.
 - a. J. Karpa noted that the tool kit will be updated, and she remains in contact with representatives from the Glen Taylor Institute at University of Minnesota Mankato. C. Steinwedel noted that S. Eggenberger has been asked about resources from the institute. Sandra responded that they want to share information and resources from their simulation education strategies, IFNA pre- and post-conferences, and teaching materials. Their only hesitancy is timing and

the perceived need of the users of these materials to have the requisite background information.

- b. Ownership of tool kit items and teaching resources: J. Karpa has submitted a proposed IFNA Non-Exclusive Distribution Agreement for committee and then board approval. The committee approved the agreement document (previously sent to committee members) and will send to the IFNA Board for approval or feedback.
 - c. New Business: C. Steinwedel noted that there is something on our web page about Educator's Exchanges and that Cristina Garcia (Spain) is interesting in participating in this type of exchange of educations. C. Steinwedel responded to C. Garcia that this program was still under development. The item was removed from the website until the committee could discuss. D. Curry suggested that we might utilize existing structures on the IFNA website by making this a forum item to help educators network and work out these exchanges directly. C. Steinwedel will pursue this with J. Bell (Communications Committee). Another way this could be accomplished would be to use the listserv. Finally, all members are encouraged to set up and maintain their profiles on the IFNA website to facilitate these and other exchanges and networking goals.
6. The meeting adjourned after 50 minutes.

Respectfully Submitted, Cynthia Steinwedel