**Healthcare Education Commission Board Meeting Notes**

**February 5, 2016**

**Submitted by: Monica Franklin, Healthcare Education Commission Chair**

1. **Introductions**
   1. **Monica Franklin, Christa Ruber, Valerie Browne, and Carolyn Lytle present.**
2. **Officers**
   1. **Discussed that the commission needs officers and asked if there was a volunteer for the Chair Elect officer. No volunteers. Discussed that as the Commission grows, that we will likely be able to fill the Region Representative positions and also the Chair Elect position.**
3. **Sponsors**
   1. **Discussed the importance of having a sponsor at the Spring Conference. Asked if anyone had any contacts. Discussed the possibility of a sponsor also presenting an educational session if the topic or product was relevant to healthcare educators.**
   2. **Christa Ruber discussed perhaps having a representative from FDLE to discuss the background check process that is used for our health profession students. She stated that often times students face problems and thought this may be a beneficial topic and a topic that certainly affects all healthcare educators. Christa will forward contact information for FDLE to Monica Franklin.**
   3. **Carolyn Lytle suggested contacting Turning Technologies and perhaps having a demonstration on the Turning Point Clickers. Monica Franklin will contact Turning Technologies and see what options are available for the Spring Conference**
4. **Spring Conference**
   1. **We will partner with Region III and the Faculty Commission on April 29th at Lake-Sumter State College, South Lake Campus, 1250 N. Hancock Road, Clermont, Fl. 34711. Monica Franklin and Valerie Brown confirmed that they would be able to attend the conference. Christa Ruber and Carolyn Lytle will not be able to attend, but will assist in the planning of the conference.**
5. **Exemplary Practice**
   1. **Monica Franklin stated that it is important that we have submissions for the Exemplary Practice because we did not have any submissions last year. She stated that she would like to have at least one submission from each region. She stated that she would reach out to colleagues in Region II and Region III. Christa Ruber and Carolyn Lytle agreed to reach to colleagues at their respective colleges and in Region I. Valerie Brown also agreed to do the same for Region V. Monica Franklin stated that she would design a flyer that could be used to encourage submissions. She will send that flyer to all board members on Monday, February 8.**
6. **New Business**
   1. **None, meeting adjourned 12:35pm.**