EBP SIG Executive Board Meeting  
Section on Research  
June 7, 2013  
12:00-1:30pm PT/2:00-3:30pm CT/3:00-4:30pm

Regrets: Beth Fischer, Pam Levangie, Cheryl Hill, Traci Norris

1. Minutes approved for 4-19-2013
2. CSM – The SIG has 1500.00 to work with for CSM. Marty Eastlack has asked if we are having any preconference meetings. Do we want to host a guideline ½ day workshop? Dave Levine suggested – “As the tasks were divided up, it would be good to have everyone review them ahead of time and then discuss them as a group before finalizing them.” Also we would plan the next steps of outside review to a few key people, then plan for dissemination. It might help close the loop on the project. Although it will all be completed in the fall it might be good to have a meeting there. The SIG discussed having a full day or a half day meeting. If the pre-conferences start the 3rd that would be the day to meet (or that afternoon). Lisa proposed offering the guidelines group a ½ day meeting. Lisa will email Dave about having the meeting in the AM or the PM.

3. Status on Logo contest and t shirts for CSM –Lisa asked if there were any opinions on who we should use to make the t shirts for CSM? It was decided that the logo committee should decide about the location and size of the logo on the t shirts. It was discussed that the section may have guidelines on who to use for vendors. Lisa will contact section leadership to find out if they recommend using particular vendors. So far, three students have expressed interest in submitting logo designs and one logo has been submitted to date. Deadline for the logo contest is June 17th. Plan is to review the logos submitted at the next meeting.

4. Lisa called APTA about putting the logo contest ad in the student conclave conference agenda book, but that it was too expensive for our SIG. Discussed posting it in Pulse. Lisa will call– Kathy Marella to see where we might place the ad? Pulse?

5. Thanks to Cheryl for sending out the logo flyer to program chairs. A number of exec committee members report seeing them posted. Cheryl – did you get the EBP guideline report and photo for the website? Cheryl was not present during the meeting. Lisa will contact Cheryl regarding this.

6. Proposal system for people to submit ideas to the section for sponsorship including a timeline? Randy proposed that we promote proposals in the upcoming Research section newsletter to ask members to come to the 2014 CSM SIG meeting. It was discussed that the logo contest, SIG business meeting, and Hilary’s nominating committee member
report could perhaps be included in the upcoming newsletter. Deadline for CSM nominations to the executive board was proposed for December 31st to have names on the prepared ballot, but that we will also take nominations from the floor of the business SIG meeting.

7. Lisa will write something to go in the research section newsletter 1 month before CSM – current plan is for it to include an ad for our CSM program in the newsletter. Logo info (perhaps the logo) in the newsletter….business meeting/social time and location and encouragement to come related to pitching proposal ideas for EBP SIG sponsorship at CSM 2015, Hilary’s report, and curricular guideline committee information………..

8. We continue to have a goal of preparing and submit a manuscript to the Journal of Allied Health related to last year’s CSM presentation. Those that presented will try to have something together by September. One of the goals of the SIG is to have a publication from each sponsored program.

9. APTA Clinical Practice Guidelines workshop is scheduled for July 24-26th. John Heick is attending for the Cardiopulmonary section related to developing the DVT Clinical Practice Guideline. Matt Elrod is organizing the Clinical Practice Guideline meeting from APTA – Lisa will inform Matt that John Heick is part of the EBP SIG and is a planned attendee of the CPG meeting and that he can be approached, or they can contact me, if they determine that they want any support from the SIG in this process.

10. Next meeting time August 16, 12:00-1:30pm PT/2:00-3:30pm CT/3-4:30pm