Minutes
Curriculum & Instruction Meeting
Graduate Program in Physical Therapy and Rehabilitation Science
January 14, 2008

Attending: Frey Law, Kestel, Laubenthal, Leigh, Miller, Sass, Shields, D Williams, G Williams, Yack
Absent: Bork, Sluka

The meeting was called to order at 3:36 PM.

Minutes of the December 12, 2007, meeting were approved as distributed.

Peer Review/Teaching/TA’s (D Williams/Sluka)
- D Williams provided a revised peer review of teaching schedule for the upcoming year.
- Med AV can videotape sessions. After a brief discussion it was decided faculty up for review should coordinate with Med AV directly to schedule which class they would like recorded. Please provide them with a couple of weeks notice.
- Faculty with <60% appointment will not be included for this year’s schedule.

Academic/Clinical/Alumni Awards (Sluka)
- The following faculty will be nominated for APTA awards next year with the nomination process to begin in August 2008:
  - Kathleen Sluka – Catherine Worthingham Fellow
  - Byron Bork – Dorothy E. Baethke-Eleanor J. Carlin Award for Excellence in Academic Teaching

Clinical Education (Bork/Sass)
- PT Pros, a private practice in Harlan, Kentucky, provided a CSIF and contract for consideration as a clinical internship site as per a student request. The committee unanimously approved adding PT Pros as a new clinical internship site. Sass will move forward with developing a contract.
- A 2-step TB test is now being required by JCAHO for new hires. Students will need to plan accordingly in completing this 2-step TB test if required by a clinical site.
- DPT2 student Michelle Mobily requested a leave from her 2-week clinical due to the death of a close friend. Her leave is granted and Sass will follow up with Michelle.

Curriculum/Program Development/Accreditation (Sass/Frey Law)
- Miller will organize a gross anatomy task force made up of faculty, students and clinicians. Items for the task force to discuss:
  - what the students need to know for other courses
  - what areas would be helpful to add
  - what areas are not needed
Minutes
Curriculum & Instruction Meeting
Graduate Program in Physical Therapy and Rehabilitation Science
December 10, 2007

Attending: Bork, Frey Law, Laubenthal, Leigh, Miller, Sass, Sluka, D Williams, G Williams, Yack
Absent: Kestel, Shields

The meeting was called to order at 3:36 PM.

Minutes of the November 12, 2007, meeting were approved as distributed.

Peer Review/Teaching/TA’s (D Williams/Sluka)
- Discussion was held regarding peer review of teaching. D Williams will revise and bring the schedule to the January meeting.
- We will discuss at the January meeting what we should propose to the Director as our peer review of teaching process.

Academic/Clinical/Alumni Awards (Sluka)
- The following nominations for APTA awards were submitted:
  - Richard Shields – Marian Williams Award for Research in Physical Therapy
  - Glenn Williams – Margaret L. Moore Award for Outstanding New Academic Faculty Member
  - Mike Shaffer – Signe Brunnstrom Award for Excellence in Clinical Teaching
  - Sarah Bengston – Mary McMillan
- The following nomination for a UI award was submitted:
  - Richard Shields – President and Provost Award for Teaching Excellence

Clinical Education (Bork/Sass)
- Bork, Sass and Sluka plan to meet Wednesday with a DPT3 student concerning their clinical performance on the third terminal clinical internship.

Curriculum/Program Development/Accreditation (Sass/Frey Law)
- Students raised concern regarding the structure of the Anatomy course. Their concern is that there is too much emphasis on the head/neck and too little emphasis on the upper and lower extremities. Frey Law will check with Shields regarding what interactions he has had with Dr. Sandra regarding the Anatomy structure.
- The possibility of offering a tDPT to Iowa graduates was briefly discussed and will be moved to the January meeting for further discussion.
- Frey Law edited the thread definitions. Members are encouraged to review the definitions and make any edits to the file in the committee folder using tracked changes. At the January meeting we will again re-test the three courses using the educational fabric model that we tested prior to developing the thread definitions.
Sass requested committee input regarding the Service Learning course. She would like more integration of service learning into other courses. Faculty are requested to provide feedback and ideas.

The University course catalog copy was distributed for review. Faculty are to notify Judy of any edits to their course(s) description. Instructors should consider adding the prerequisite of Physical Therapy and Rehabilitation Science Program enrollment if this applies to their course. Instructors of PhD courses were encouraged to remove when their course is offered since this is variable.

Teaching Technology/Server Space/Scheduling *(Yack/G. Williams)*

- The technology problems protocol is anticipated to be finalized in approximately eight weeks.

Other:

- Frey Law reported the student feedback ACE evals use an alternate equation to determine median scores than what is typically used. It assumes the scores are distributed between the possible range (e.g. all ‘5’s’ are considered spread across the range from 4.5 to 5.5) and corrects for the frequency of the scores. If you collect student feedback using methods not involving the U of I ACE evals (e.g. online), for consistent comparisons you will need to use this alternate method or the mean.

There being no further business, the meeting concluded at 5:04 PM.

Respectfully submitted,

Carol Leigh  
Support Staff
Minutes
Curriculum & Instruction Meeting
Graduate Program in Physical Therapy and Rehabilitation Science
February 12, 2007

Absent: Miller, Williams D

- Committee structure was reviewed and additional “go to people” were added to sections as follows:
  - Peer-Review/Teaching/TA’s: Sluka (for tenure-line input)
  - Academic/Clinical/Alumni Awards: Bork (DPT award experience)
  - Clinical Education: Kestel/Miller added (clinical input)

Peer Review/Teaching/TA’s
- Guidelines regarding peer review of teaching and TA’s will need to be developed indicating who needs to be reviewed, when and how. Sluka volunteered to assist D. Williams with this sub-committee. Frey Law, Sluka and D. Williams will plan to meet to discuss what responsibilities Williams and Sluka will have as the “go to people”.
- ACE evaluation forms need to be reviewed. To obtain better course feedback, Sluka suggested including summary statements for the students to respond to rather than generic comments as follows:
  - Strengths of the course
  - Weaknesses of the course
  - Topics they would like to see covered

Academic/Clinical/Alumni Awards
- Faculty are to submit suggestions for a faculty nomination for the Finkbine Teaching Award to Sluka. Sluka will email faculty information regarding the award.
- Bork was contacted by the IPTA regarding nominating David Nielsen for the Olive Farr Award (February 16 deadline). Committee consensus was to proceed with this nomination and Bork will coordinate.
- Bork reported that we currently have nine $500 scholarships for DPT students. For the spring we have the following to award:
  - Frank Hazelton Scholarship – DPT1
  - Frank Hazelton Scholarship – DPT2
  - Tracy Dahl Family Scholarship – DPT1
Bork will initiate the process for both. The Frank Hazelton Scholarships require student essays. The essays received will be included in the S-drive ‘Faculty&Staff’ folder, ‘PTRS’, 2006-07’, ‘Curriculum & Instruction-Frey Law’, ‘Academic-Clinical-Alumni Awards’, for all committee members to review and discuss at the committee level. Selections will be made at the April meeting. The Dahl scholarship requests student input. Bork will obtain student input and present at the April meeting.
- Bork and Sass indicated that the process for awarding the DPT scholarships based on clinical performance must be reviewed prior to the fall.
- The PhD Alumni Scholarship is to be awarded at the April meeting. Sluka will initiate.
Clinical Education
- Sass reported on a clinic requesting to be a clinical site. Discussion was held regarding this particular site and the process of adding new sites. Committee consensus was to base these requests individually on our need, the quality of the clinical site and location. The ACCE’s are to bring future new sites requests to the committee for approval.
- A student inquired about conducting a clinical overseas and Sass requested committee feedback. The pros and cons of providing an international clinical experience opportunity for our students were discussed. Sluka and G. Williams both indicated they could assist with finding quality overseas sites with their contacts. Sass and Bork will investigate sites through our faculty contacts and check on the possibility of any campus support available for an overseas clinical. They will bring a proposal back to the committee.

Curriculum/Program Development/Accreditation
- As decided at the faculty retreat, the Program will use the Normative Model as our comparative basis. Further discussion outlined the need for flexibility, e.g. clinical education is not specifically addressed, and advances in research may influence our curriculum plan, e.g. pediatric neurology Step III.

Teaching Technology/Server Space/Scheduling
- Yack will investigate the procedure to follow regarding technology problems.
- The draft final exam schedule for Spring 2007 was reviewed. G. Williams will contact D. Williams and Vance regarding a potential conflict. Leigh will then forward the schedule to all faculty for final review prior to distributing to the DPT students.

Future Agenda Items
- Strategic Planning – will review goals and pick 2 or 3 priorities to start with
- Student Award Selections (April meeting)

Respectfully submitted,

Carol Leigh
Support Staff
The current pharmacology instructor, Doug Geraets, has requested to limit his involvement in the course due to family commitments. Shields is checking on the availability of Chuck Ciccone and/or his CD course and will report back to the committee.

External course liaisons are currently assigned as follows:
- Anatomy – TBD
- Pathology – Bork
- Pharmacology – TBD
- Clinical Beginnings – Frey Law
- Neuroscience – TBD
  - Student liaisons: Jon Elbert & Lauren Peranich
  - Frey Law will check with Sluka regarding her prior role as the Neuroscience liaison.

The possibility of offering a tDPT to Iowa graduates will be discussed at the February meeting.

At the February meeting we will re-test three courses using the educational fabric model that we tested prior to developing the thread definitions.

Teaching Technology/Server Space/Scheduling (Yack/G. Williams)
- Leigh will draft the final exam schedule for Spring 2008.
- Sass has a conflict in the Fall and cannot teach in the mornings Monday-Thursday. Options for moving her Principles of PT course will be investigated and brought back to the committee.
- Sass reported DPT1’s will be involved with simulated patients all day February 29 and in the afternoon April 11.
- Bork will hold his class PT Management and Administration class February 29, 2:00-4:30, due to scheduling of an invited lecturer.

There being no further business, the meeting concluded at 5:00 PM.

Respectfully submitted,

Carol Leigh
Support Staff