**Attendance:** Karen Vander Laan (Spectrum Health), Kimberly Muma (GVSU Simulation Center), Steve Triezenberg (Van Andel Education Institute), David Cabrera (Van Andel Research Institute), Cynthia Coviak (GVSU KCON), Teresa Bacon-Baguley (GVSU CHP), Robert Smart (GVSU), Katie Branch (GVSU OVPH), Mary Ziomkowski (GVSU OVPH), and Lori Pearl-Kraus (Mary Free Bed)

**Long-term Goal:** The implementation of interprofessional scholarship across disciplines and institutions

**Short-term Goals:**
1. Create and expand a research contact person list for enhanced collaboration,
2. Share information about projects and/or investigators seeking scholarly opportunities,
3. Disseminate IPE scholarship through the 2014 Annual IPE Conference

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<td>1) Welcome</td>
<td>Attendees introduced themselves and the organizations they represent. Attendees also discussed the ways that people in their respective organizations share their scholarship whether it be process or results</td>
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| 2) Research Contact List | • Kim Muma reviewed the West Michigan Interprofessional Education Initiative (WMIPEI) website and the Research Contact List and reviewed the purpose of the list: to provide contact information for a person from each member organization who can provide research/inquiry process information and connections to others in the organization to facilitate interprofessional scholarly activity  
  • Two attendees added or updated their contact information to the Research Contact List | Kim Muma will:  
  • Update the Research Contact List on the WMIPEI Scholarship Workgroup website with contact information for Lori Pearl-Kraus and Robert Smart  
  • Send the list out with the next meeting announcement  
  Members: If you would like to be added to the Research Contact List, please send your information to Kim Muma at mumakim@gvsu.edu |
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| 3) Research Opportunity List | Kim Muma reviewed the WMIPEI Scholarship Workgroup website and showed the attendees the grid that will allow individuals to voluntarily share information about projects and/or investigators seeking research opportunities. Ideally, the Workgroup would like to receive project submissions prior to the next Workgroup meeting so that we could present an initial list of projects at the next meeting. | Kim Muma will:  
- Provide a link to the website when she sends out the Meeting Minutes and date for the next meeting  
Members: Please submit project information to be added to the Research Opportunity List by August 2014 to Kim Muma at mumakim@gvsu.edu. |
| 4) Education Opportunities | Karen Vander Laan presented the idea of keeping a calendar on the WMIPEI Scholarship Workgroup website that would provide up-coming events related to scholarly educational opportunities. A pilot using a calendar on the WMIPEI website is planned once the required upgrade to CMS 4.0 is complete (no schedule for conversion is currently available, however). | Kim Muma will:  
- Initiate monthly email to solicit events  
- Add event info to the WMIPEI website  
Karen Vander Laan will:  
- Add this as a standing agenda item to facilitate sharing information  
- Add an evaluation of this initiative to the agenda in 6 months  
Members: Please submit event information (preferably a link to web information) for upcoming events to Kim Muma at mumakim@gvsu.edu. |
| 5) 2014 WMIPEI Annual Conference Planning | - Kim Muma informed the Workgroup that Martina Reinhold, Ryan Smith (videographer), and Kim have conducted videotaped interviews with 7 researchers representing 4 different interprofessional teams for the video so far. Deadline for videotaping/interviewing is June 13. Reached out to two different IP groups at Spectrum Health; however, unable to find dates/times that work for both parties to conduct interviews. Need to continue editing 40 minutes of videotaped footage down to 20 minutes or less; anticipate showing the video to the Workgroup at the September meeting.  
- Katie Branch distributed the promotional West Michigan Interprofessional Education Initiative flier and discussed the keynote speakers that are lined up for the conference.  
- Katie Branch will also provide the Workgroup with a list of volunteer opportunities to introduce presenters at the annual conference as the event date approaches. | Martina Reinhold, Kim Muma, & Karen Vander Laan will:  
- Continue meeting with Ryan Smith to review the interview videotaped footage and edit the content of the IPE video  
- Distribute the call for abstracts and save the date announcement with colleagues in their institutions and other networks |
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<td>6) Research Project Collaborative Agreements</td>
<td>Mary Ziomkowski presented a PowerPoint presentation and facilitated a discussion regarding the topic of agreements between organizations (Affiliation Agreements and Memorandums of Understanding)</td>
<td><strong>Kim Muma</strong> will send out Mary Ziomkowski’s PowerPoint along with the meeting minutes</td>
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<td>7) Next Meeting</td>
<td>Karen Vander Laan recommended September 12, 2014 from 1-3PM as the next meeting date; this date was affirmed by the members.</td>
<td><strong>Kim Muma</strong> will reserve the CHS 540 conference room and send out the meeting invitation for September 12, 2014 from 1:00 to 3:00 PM. <strong>Members:</strong> Anyone having additional items for the agenda, please email them by August 1, 2014 to <a href="mailto:Karen.vanderlaan2@spectrumhealth.org">Karen.vanderlaan2@spectrumhealth.org</a></td>
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*Submitted: Kimberly Muma*