



Canadian Interprofessional Health Collaborative
 Consortium pancanadien pour l'interprofessionnalisme en santé

CANADIAN INTERPROFESSIONAL HEALTH COLLABORATIVE RESEARCH NETWORK (CIHC-ResearchNet) WORKING GROUP

CIHC RESEARCH & EVALUATION SUBCOMMITTEE

Teleconference

Date: Thursday, October 6, 2011 at 1:30-2:30 pm EDT

Telephone No: 1-877-385-4099

Conference code: 5091657#

Members Present: Hossein Khalili, Ruby Grymonpre, Lynda Atack,

Item	Topic & Lead	Action
1.0	Welcome, Review of current agenda and the previous meeting minutes from October 3, 2011 <ul style="list-style-type: none"> Previous Minutes and Agenda approved. 	
2.0	Updates <ul style="list-style-type: none"> Hossein sent email to Andre Vyt from European Interprofessional Education Network (EIPEN) for collaboration. Inviting him to be chair of the IP network Int'l Emailed to Christopher Green at CAIPE in UK inviting him to be collaborator Emailed to Canadian Health Human Resources Research Network to provide letter Hoping to get feedback next week PDF all Letters of Support as one attachment to Grant Application Deadline: Oct. 17, 2011 	
3.0	Discussion about the draft Grant Proposal <ul style="list-style-type: none"> University of Manitoba requires a week to approve Ruby can hold the grant funds, but Hossein needs to be responsible & manage funds 	<u>Ruby</u> to finalize draft Application then send to <u>Lynda</u>; <u>Lynda</u> to



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	<ul style="list-style-type: none"> • Lynda & Centennial willing to host the preliminary meeting (support in kind from Centennial) • Need to use proper language & terminology in Application • Tone should not be negative, but positive; emphasize accomplishments; promote • Provide direct link to CHIC webpage • Lengthy discussion about Google Docs • Will not use Google Docs but track changes in draft Application • Major Steps: <ol style="list-style-type: none"> 1. Preparation for Preliminary Meeting: hire a graduate student to retrieve & review the literature; best practices; scope out exemplary international collaboration model; successful int'l website 2. Preliminary Meeting: Both face to face and virtual by webex and internet; Develop international network (mandate, vision, mission & strategic plan); discuss literature review; model for website; refer to agenda; perhaps have Scott Reeves as speaker; Could be held at Centennial 3. Final Meeting: Establish research interest subgroups; International collaborative research proposals; International multisite website; demo the website 4. Post Final Meeting: Write up the process as a paper; build on feedback from final meeting; publish the paper; identify & move forward with new projects; presentation at various conferences (including CAB IV Vancouver) • Budget: website \$3,000; knowledge exchange (travel & accommodation) \$15,000; dissemination conf. \$3,000; research assistant \$4,000 	<p>finalize Agenda & obtain Letter from Centennial then send to Hossein; Hossein to speak with John & obtain Int'l Letters of Support; Hossein to finalize all other aspect of Application then send to Ruby. Ruby to conduct final proof read & submit to Nancy Clause at U of Manitoba; then submit Grant Application Proposal</p>
4.0	Meeting Agenda	
5.0	Other Business: <ul style="list-style-type: none"> • Core Project Team: Ruby; John; Hossein; Lynda; Sherry; Susan 	
6.0	Next meeting: TBA	