

Minutes IIPT Steering Committee

April 20, 2022

Minutes approved from last meeting

Reports:

- 1) **Peter reported candidates** are ready for weekend. Candidates indicated what they needed for summer institute.
- 2) **FDC: Jill**
 - a) FDC has met twice and recommended Matt Rosa and Karen Sherwood as Teaching Analysts. Approved.
 - b) Jill reports the letters of recommendation are redundant and should be eliminated. Approved and handbook should already reflect this.
 - c) Handbook should have hyperlinks. Sue to follow through. Handbook is online as Word and PDF, and should be searchable. Michelle offered to make the document searchable. Anna should email updates. Future revisions to be expected.
 - d) FDC is Working on procedures to create a more welcoming and non-exclusive atmosphere at IIPT. Plan to rewrite procedure for SA (change to Consulting Analyst term).
 - e) Qualifications for Adjunct are in discussion. As are discussion about Emeritus, semi-retired status. There is now a question of whether semi-retired can be adjunct. In IIPT, has to come to this committee. FDC should deal with this. David raised objections to adjuncts having full functions instead of limiting function to previous supervisory roles. This may be different than what will be defined for the Emeritus status for the future.
 - f)

SA committee – Lea

They reviewed survey. Jane welcomed to SA meeting. There were updates to SAs about Admissions.

3) Curriculum- Michelle

Summer curriculum: 10 didactics, one panel, cases presented by faculty. Michelle is awaiting volunteers, with about 8 people volunteering so far. Faculty on site are presenting cases. She needs approximately another 5 offers. Michelle is juggling the requests for teaching. She has sent out another email. She would like the panel to represent more than one generation of analysts. A joint slot with the CORE program is planned around one of the clinical presentations. Candidates do not yet have copies of the readings waiting for teachers to approve or change the readings.

4) Admissions – David

One committed applicant who needs to be interviewed, and a couple of other interested people. Committee make up not yet filled out.

5) CPC – Karen

- a) Questions around handbook when write ups and evals are due. There is a question about signature on reports and evals. Do they need to be handwritten and scanned? Because questions about the handbook continue, if there is no ad hoc handbook committee, there needs

to be consistency about updates to handbook. It has not been done and integrated, resulting that there are existing contradictions. Sue suggests each committee should look at the handbook for consistency. Jill suggests the chair should integrate the overall handbook and settle any discrepancies. David suggests an annual review by each committee chair. Due dates were decided: March 15 for 4 first draft. April 15 for final write up. Evaluations due date May 15.

- b) We now need signatures on many documents, do we need to incorporate an electronic signature. Then they would be able to click on a link to affix the signature. Sue suggested this should be done at IPI level with Caroline. Sue said that typing in the signature or copying and pasting would be ok. Karen said some people want a firm rule. We agreed to ask Caroline to rule on this.

6) Proposal for next class – Jane

- a) The proposal is a group of suggestions to be considered. Priority for what the program will look like for next class as we begin to interview people.
- b) The majority of survey respondents voted for hybrid so that no one is forced to be in person. Onsite attendance is encouraged when offered. It will be difficult to require on site attendance. There are complex factors of COVID and geography to be considered in these arrangements, some of which depend on the geographic makeup of the class. We discussed the arrangements that are optimal for GAM groups when in hybrid mode. PPP, child and Core are online for this year, but IIPT is not ready to give up in-room experience. The summer arrangement for this year with a small group looks safe. There is also the question about the location of future summer institutes which has to be discussed with Caroline. Various factors will have to be included. We agreed on the possibility of adaptive hybrid formats. Will we advertise that the summer will be in person except where that is not possible. Class time may also have to be adjusted to accommodate different geographies. We ratified Jane's wording for the program. This should go on the website.
- c) Matt said as GAM leader says we should consider the agreements of the current class, that monthly GAM groups should be decided with the current candidates and him as leader. But moving forward we can decide.
- d) David and Jill will be absent next month because of travel.

Submitted

David Scharff