Module Committee Meeting Minutes

**Date:** 6-4-07  
**Time:** 0830  
**Place:** Caraway Conference Center  
**Present:** Linda Smith, Yvonne Johnson, Kathy Phillips, Joyce Long, Cindy Yount, Catherine Cook, Linda Latham, Star Mitchell, Kelly Harvey, Linda Wiersch, Charlotte Blackwell, Rosemarie Chance  
**Presiding and Recording:** Linda Smith, Yvonne Johnson

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<th>TOPIC</th>
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| Purpose of Committee | Reviewed information on utilization of modules in education and current literature.  
Discussed various ways of incorporating all programs in completion of modules for concepts. | Module examples and articles given to committee members.  
Concept and level will be assigned to all programs.  
Programs will complete 2-3 modules and committee will review and revise as appropriate for content and consistency. |
| Create a Template | Discussed components to include on module template. | Template completed.  
See attached. |
| Concept Review | In groups of 3, reviewed concepts and exemplars to determine level, thread, and critical need. | Completed task and review sheets given to Concept Writing team for review. |
| Module Example | Utilized template to create an example of a module. Discussed and proposed that all committee members will complete a module on Oxygenation and Pain appropriate for first level. | Modules to be completed and submitted to Linda or Yvonne. Linda and Yvonne will review and send to members for feedback. |