



MINUTES COHEHRE COUNCIL MEETING
Vic, Spain
June 2018

1. APOLOGIES

Jeroen Martens joined on Wednesday from 14:00 onwards

Annemie Spooren joined on Skype

Attila Dobos joined until Thursday evening

Present: Jennifer Lewis Smith, Attila Dobos, Jeroen Martens, Aija Ahokas, Ester Goutan

2. APPROVAL MINUTES

2.1. Council Meeting April 2018 (Ghent)

Approved

2.2. Approval minutes General Assembly 2018 – Ghent, Belgium

Approved

3. EVALUATION COHEHRE CONFERENCE 2018 – Ghent, Belgium

3.1. Participants' evaluation

Most of the survey respondents seemed to be teachers from nursing.

Many were based in the Netherlands. 18 of the respondents were first time attenders.

The general impression was that the conference was well organised, that participants were able to network and new contacts were established. Coming to the conference was worth the investment.

The Staff survey results have been discussed and points of improvement were voiced:

- Relate topic to students
- More dynamic
*Suggestion: Speed dating @ workshops 30min 10-12 persons in 30 min
Project questions: 90seconds per date*
- Difficulty for newcomers to get in
*Suggestion: Buddy for newcomers.
Voluntary buddies: persons who have been with COHEHRE for a while.
OR work with puzzle pieces OR Speed dating (see above)*
- Information made available beforehand seemed to be an issue.
*Suggestion: - Send theme in June
- Preliminary book with factual information should be out before the Early Bird Registrations, one month before the start of the conference,
- Abstract submissions latest by November.*

- General Assembly should be more context driven.
Suggestion: A summary of achievements and highlights of the year will be presented
- Posters weren't up long enough
Suggestion: In an ideal situation posters would be up for 3 days where coffee is served. Maybe at lunch time presenters could stand by their posters.
- Show more multi-disciplinary work
Suggestion: Sharing good practice
- Timing of sessions
Suggestion: Leave few minutes in between to change sessions
- Involve health sciences/applied sciences in research/conference
Suggestion: On agenda for discussion on how to facilitate HS/AS

RESEARCH

- Speed dating has been found interesting
- Thinking about projects was popular

STUDENT CONFERENCE

- Only 10 students responded
- The students were mostly satisfied. Not enough time for discussion nor to discover the surroundings were recurrent in the answers.
- Information provided beforehand was found not good.

INTERNATIONAL COORDINATORS' MEETING

- The feedback on the ICM was included in the staff conference evaluation

STRATEGIC MANAGEMENT MEETING

- See point 6: COEHRE Strategic Management

ACADEMY MEETING

The capacity building courses have been set and presented.

3.2. Conference budget

To be looked into.

4. CONFERENCE 2019 – VIC, SPAIN

Conference date: 3th-5th April 2019

The council was joined by the Vic organizing team where a brainstorm followed in order to come to a preliminary program, which can be found in annex **(ANNEX 1)**

The Vic organizing team:

- | | |
|----------------------|--|
| → Ester Goutan Roura | Council member
Ester.goutan@uvic.cat |
| → Miriam Torres | Organisation |
| → MontseRomero Mas | Organisation |

→ Nuria Gorchs

Montse.romero@uvic.cat
Student conference
nuria.gorchs@uvic.cat

4.1. Practical arrangements

4.1.1. Website

The website will be running from September/October onwards (tbc)

4.1.2. Finances

Invoices will go via the team to Isabelle to be paid.

4.1.3. Accommodation

Total amount of rooms available in Vic: 164, hostels not included. The organizing team will look into possibilities to reserve rooms.

4.1.4. Student conference / accommodation

The maximum amount of student participants will need to be established.

The student conference tutors will be: tbc

4.1.5. Administrative support

The Organising Team will be looking into this.

4.1.6. KN and WS speakers

Flights and hotel will be booked via Isabelle.

4.1.7. Dinner & Dance

4.1.8. Welcoming newcomers

Speed dating has been proposed as well as a buddy or through means of puzzle pieces.

4.1.9. Internationalisation

It was proposed to approach Carmen Arroyo from EASPD as EASPD is all about integrated care.

4.1.10. Transport

4.1.11. Social programme

4.1.12. New survey

The COHEHRE conference evaluation form should be reviewed.

4.2. Theme & Subthemes

Theme: Integrated care: New trends in higher education and research

Subthemes:

1. **Empowerment of service users and providers**

- Expert patient
- Empowering staff and students
- Interdisciplinary cooperation and collaboration in education
- Service user care pathways
- Actual and virtual communities of practice
- Creating healthy working environments

2. **Ethical and legal challenges**

- Sharing service user records
- Artificial intelligence
- Privacy
- Confidentiality
- Service user autonomy and choice

3. **Ehealth, learning and upcoming technologies**

- Assistive technologies
- Communication technologies
- Ehealth literacy
- Simulation
- Flow of information and coordination of care from acute to community settings to promote patient centred care
- Future technology

4.3. Internationalisation

Theme: TBC

4.4. Elections

2019	Aija will be up for re-election
2020	A new president will need to be elected. In order to have the right person for the job, COHEHRE will need to make it known that the president position will be vacant in 2020. Skills needed to fulfil this position will need to be drafted.
	Annemie and Ester will be up for re-election

5. **FUTURE CONFERENCES**

2019: VIC, Spain

2020: Rotterdam UAS, The Netherlands (tbc)

2021: Metropolia UAS, Finland (tbc)

2022: ZHAW, Switzerland (tbc)

6. COEHRE STRATEGIC MANAGEMENT

The most important outcomes of the survey were:

- The European agenda setting is of importance
- Meeting each year is in demand
- Invite a lobbyist to know what is coming up on European level

The Ghent conference was established through a group of Strategic Managers and resulted in great outcomes. The Core group will need to stay active and renew contacts for the upcoming year.

The material, produced in advance, was of good quality example i.e the canvas

COEHRE seems to be the only common network for Strategic Managers.

The focus should lie on forging ties with other multi-disciplinary networks such as EAIE, Eipen and EASPD.

The Core Group will consider organizing a meeting besides the Conference meeting to meet the need of sharing expertise and have them taking away something new from it. The lobbyist was of great value at the conference.

7. COEHRE RESEARCH

It was proposed to clarify the Research steps in the Annual Report and GA.

The Core Group will launch a questionnaire for the Vic conference:

- What do people want
- Proposals for workshops
- Seeking partners
- Gauge the need of help in writing grant applications to obtain funding
- Find out what participants took away from the Ghent conference:
 - Did you do something with the people that were interested?
 - What came out of it?

Another path that could be taken is to see which protocols have been worked with and revise them. SPOCS will be informed about its results.

A Time Line has been set up for the subjects that the Research team needs to work on. Energy will be put into putting together a solid Core Group. This Core Group could look into funding, revising documents...

The possibility to offer a publication opportunity as an added value when presenting at the conference will be looked into. The facilitation in a journal will be guaranteed, not acceptance.

This could raise the scientific part of the conference.

It was raised that the abstract submission should be on the COEHRE website in order to assure a smooth running of the abstract submissions.

There are 4 COEHRE Research projects in the pipeline:

COEHRE RESEARCH PROJECTS		
1	Interdisciplinary work	PXL, Belgium
2	Entrepreneurship in nursing	HAN, NL
3	RSIM 2 Care	Erasmus, Belgium
4	Neoparents	Odisee, Belgium

8. COEHRE ACADEMY

Future workshops/seminars will be featured on the new website and sent to the members.

Overview of future student courses:

COEHRE ACADEMY COURSES - INTERDISCIPLINARY		
1	Pediatric Rehabilitation	Lisbon, Portugal
2	Ability versus Disability	Setúbal, Portugal
3	Palliative and End of Life Care	Ghent, Belgium
4	Community Based Mental Health	Bacau, Romania
5	Health and Social Care Perspectives of Refugees and Migration in Europe	Derby, UK
6	Diversity and Social Inclusion (DiSI) alongside the conference	Vic, Spain

COEHRE ACADEMY COURSES - MONO-PROFESSIONAL		
1	Art as a tool	Vic, Spain
2	Food across cultures	Vic, Spain

PARTNER COURSES		
1	Health 2020 (Public Health)	Ghent, Belgium
2	Winter School	Winterthur, Switzerland
3	Pediatric Rehabilitation	Ghent, Belgium
4	Nature and Adventure promoting Health	Oulu, Finland
5	International week	Rotterdam, NL

In order to depict a more realistic account of the Budget Sheets. If the budget would include the hours of teaching, preparation... the real cost of the workshop will be known.

9. COUNCIL ROLES AND RESPONSIBILITIES

It was decided to draft a profile of each council member in order to produce a document clarifying true commitment to his/her manager.

This document should contain:

- Attendance 3 meetings a year
- 2-3 Skype meetings
- Involvement with one of the branches of the work of COEHRE
This includes a certain amount of hours and meetings
- Time commitment
- Benefit for the institution
- Costs and benefits

The comparison to other networks has been made and it was ascertained that they were not producing courses, only meetings, which does not include the same involvement.

10. Other business

10.1. Creation of a new branch: International Coordinators

After the Ghent conference it was concluded that there is a need to establish a new COEHRE branch targeting International Coordinators. It could deal with issues regarding internationalization, curriculum...

A core group and its aims will need to be set up.

10.2. Link COEHRE to the medical world

A discussion took place on how COEHRE, which mainly focuses on health professions, could be linked to the medical world.

An educational collaboration between medicine students and nursing/physiotherapy students will be looked into.

10.3. Admin support

It has been raised that admin support will be required. A list of skills has been drafted and an action plan has been set up in order to find an Office Manager Assistant.

10.4. Privacy statements

It needs to be checked what needs to be done or what legal requirements need to be met in order to comply with the Privacy law.

10.5. One drive council

As there is a need to have all documents related to COEHRE in one place, it was suggested to create a shared platform on One Drive.

10.6. Future council meetings

In order to avoid confusion, an hourly planning will be made including branch meetings / breaks / lunches... Future meetings will start on Wednesday at 2PM, finishing on Friday at noon.

Council meeting April: Arrival on Monday evening, meeting on Tue 2PM together with the Organising Team and Council meeting on Wed morning from 9-12.

11. WEBSITE

The website will need to be updated with Academy events and Conference details.

12. NEWSLETTER

TOPICS	
Message from the president	Jen
Call for abstracts	Ester & Annemie
Evaluation conference Ghent 2018	Attila
Theme/subthemes/dates conference 2019	Isa
Student conference 2019	Aija & Attila
COEHRE Academy upcoming events	Aija & Attila
COEHRE Research update	Ester & Annemie
COEHRE Strategic management	Jen & Jeroen

13. MEETING DATES

Skype meeting	Mon 18/09 09:30
Skype meeting	Tue 05/11 09:30
Vic meeting	Tue 02/04-Fri 05/04

Approved and signed by the council members:

Jennifer Lewis Smith	
Attila Dobos	
Jeroen Martens	
Aija Ahokas	
Annemie Spooren	
Ester Goutan Roura	

SUBTHEME	KN SPEAKER / WS FACILITATOR	RESPONSIBLE PERSON
<p>Empowerment of service users and providers</p> <ul style="list-style-type: none"> • Expert patient • Empowering staff and students • Interdisciplinary cooperation and collaboration in education • Service user care pathways • Actual and virtual communities of practice • Creating healthy working environments 		
<p>Ethical and legal challenges</p> <ul style="list-style-type: none"> • Sharing service user records • Artificial intelligence • Privacy • Confidentiality • Service user autonomy and choice 		
<p>Ehealth, learning and upcoming technologies</p> <ul style="list-style-type: none"> • Assistive technologies • Communication technologies • Ehealth literacy • Simulation • Flow of information and coordination of care from acute to community settings to promote patient centred care • Future technology 		
<p>Internationalisation</p>		
<p>Strategic Management Meeting</p>		

