

Committee Make-up for Clerkship Administrator Special Interest Group

1. Established an Advisory Committee for the Clerkship Administrator SIG:

- Joyce Salter - Chair (will be convener for 2009 and 2010)
- Sue Morschhauser - Vice-Chair (will be convener for 2011 and 2012)
- Zoe Baldwin
- Linda McConahey
- Brian Schmidt
- Carol Moore
- Donnita Huffman

2. A committee was organized to design clerkship administrator survey. This activity will provide information needed for putting together a universal job description.

- Sue Morschhauser - Co-Chair
- Martha Chandler - Co-Chair
- Mary Beth Dunning
- Judith Quintana
- Beverly Vaughn
- Sean Bragg
- Ginny Cleppe
- Laura Gibson
- Pam Albrecht

3. List-Serve/Web Design Committee will put together the list serve of our membership and design a web page for our SIG group for the website.

- Zoe Baldwin - Co-Chair
- Brian Schmidt - Co-Chair
- Lynnsay Sinclair
- Mary Beth Dunning

4. Job Description Committee will work with survey results to put together a universal job description

- Donnita Huffman - Co-Chair
- Carol Moore - Co-Chair
- Joyce Salter
- Ginny Cleppe
- Maggie Lienhardt
- Carol Hendrzak
- Sharon Pfeil
- Judith Quintana
- Martha Chandler
- Laura Gibson

5. Workshop Committee for 2009 Spring Meeting. We hope to do two workshops at Rochester along with the certification program.

- Linda McConahey - Chair
- Joyce Salter
- Ginny Cleppe

- Sean Bragg
- Patricia Munier
- Beverly Vaughn
- Lauri Hein
- Terri Okun
- Kathy Oberhauser