



**Lesson Plan: Educational Administration Meeting**

**Topic:** Educational Administration Meeting

**Presenter:** West Michigan Regional Medical Consortium CE Sponsor Program

**Location:** West Michigan Regional Medical Consortium CE Sponsor Locations

**Credit Category:** Educational Administration

**License Level:** IC

**Credits:** 1

**Format:** 1 hour lecture

**Objectives:** The participant of the CE session will:

Cognitive

1. Explain Policies and Procedures
2. Utilize protocols to develop education programs
3. Describe recommendations for improvement

Psychomotor

None

Affective

None

**Outline for Lecture Presentation:**

1. Introductions
2. Review Policies and procedures
3. Review protocols to develop education programs
4. Describe recommendations for improvement
5. Summary and questions

**Student Evaluation Method:** No formal evaluation of participants will occur.

**Evaluation of Presentation:** Continuing Education Program Sponsor Evaluation Form will be filled out by all participants.

**Rationale for Presentation:** The rationale for this presentation is to give Instructors a better understanding of the importance of technology in the classroom and training to enhance critical thinking skills and motivate the learner.