

**Society for the Teaching of Psychology**  
**Division Two of the American Psychological Association**  
**Midwinter Meeting**  
**Xavier University – New Orleans, LA**  
**January 27-28, 2012**

Meeting Minutes

**Present:** Norine L. Jalbert (President), Victor A. Benassi, (President-Elect), Sue Frantz, (Vice President for Resources), Janie Wilson, (Vice President for Programming), Diane Finley, (Vice President for Recruiting, Retention & Public Relations), Pamela Ansborg, (Vice President for Recognitions & Awards), Scott Bates, (Secretary), David Kreiner, (Treasurer), Ted Bosack, (Executive Director)

**Not Present:** Reagan A. R. Gurung, (Past-President), Linh Littlefield, (Vice President for Diversity & International Relations)

**January 27, 2012**

The meeting was called to order by President Norine Jalbert at 915am.

**Announcements**

[2010-11 final and 2011-12 preliminary secretary's report and minutes from APA 2011 EC and Business meetings can be found in Appendix A.](#)

No discussion.

[Membership Survey scheduled for 2012 to be delayed till 2013 after BEA has completed its 2012 survey. STP workgroup to be formed at/after August meeting \(see Appendix B for discussion stream\).](#)

Discussion: in Policy and Procedures Manual there is a section about a membership survey. This is the year for the survey. However, the APA education directorate is conducting a survey. We will postpone in order to review the APA data first. No survey this year. Discussion item for august meeting.

[STP's annual report to APA was electronically filed \(see Appendix C\).](#)

No discussion.

[Report from 2011 STP APA Council Representatives posted on STP website \(see Appendix D\)](#)

No action required. Brief discussion of whether the report be included in the appendix or just on the STP website. President has the choice.

[Need volunteers to help with monthly contributions to “Division Spotlight” column in APA Monitor \(see Feb/Mar submissions in Appendix E\)](#)

Discussion of content for “Division Spotlight” column in APA Monitor. President Jalbert would like to consistently have content from STP/D2 submitted. VPs asked to generate ideas for a 12 month schedule of submissions, including events (e.g., Best Practices), new initiatives (e.g., Professional Mentor program), and announcements.

### [Non Agenda Announcements](#)

- a) Email form the APA committee on Socio-Economic Status concerning involvement from STP/D2. The request will be sent to VP for Diversity & International Affairs Linh Littlefield.
- b) Division Dialogues newsletter may be a good resource to increase the intensity of inter-division collaboration. STP/D2 is a natural collaborator with many other APA divisions.

## **Reports**

### [E-Books – Bill Buskist](#)

Bill Buskist’s report about the next ebook was discussed. Upcoming ebook on teaching technologies. Suggestion for publishing next version of the Best Practices ebook in ePub format was made.

### [Presidential Task Force on Teaching Competencies \(with questions\) – Aaron Richmond](#)

Discussion of the report of the Task Force on Teaching Competences that was included in the agenda.

Discussion of potential connections to TOPPS and if the Task Force would include high school teachers in their suggestions. Discussion of implementation. Discussion of outcomes: Janie Wilson noted that STP/D2 could be poised for developing teaching over time. Scott Bates noted that this could be a support for tenure and promotion materials related to teaching. Norine Jalbert discussed potential implementation issues that need to be addressed: who polices what is submitted?

### [Presidential Task Force on Statistical Literacy – Susan Nolan](#)

No discussion.

### [STP Master Teacher Speaker Program – Aaron Richmond](#)

Discussion of the STP Master Teacher Speaker program:

Should the program be listed under Recognition and Awards, Resources, or Programming? Currently, it is listed under grants. It was agreed that it should be listed under Programming.

What is the target of the program? General consensus of EC is that the money should be targeted to very small teaching conferences.

How should funds be distributed? General consensus of the EC was that funds should be distributed directly to speakers who must submit appropriate paperwork to the STP Treasurer.

Who will pick the speakers? If individual conference programs will select speakers, how will the roster of speakers be efficiently utilized?

#### [Treasurer's Report – David Kreiner \(see Appendix F for 2011 and 2012 budgets\)](#)

David Kreiner reported that there was a surplus last year (details included in the agenda packet) Norine Jalbert commented that she does not believe that a non-profit such as STP/DIV2 needs to save money when it already has a sizeable investment account and asked David Kreiner to look into the idea of rolling last year's surplus into this year's budget as a savings toward anticipated costs of 2013 travel to APA (in Hawai'i). A motion may be forthcoming

**VOTE # 2012-01**

**Moved:** Diane Finley

**Seconded:** Janie Wilson

**Motion:** To receive the first five reports

**Outcome:** 7 Yes, 0 No, 0 Abstain

#### [Final Report: Working Group to Revitalize STP Mentoring Program – Sue Frantz \(to be presented at meeting\)](#)

Sue Frantz presented the final report of the working group to revitalize the STP Mentoring Program. Previously, the mentoring program was a list of names and individuals and departments were free to contact those on the list. The revision is a formal mentoring program. Mentors for the year 1 pilot will be individually identified and invited to apply. The program participants will indicate what they expect from the experience. The mentor / participant match (which will be made by the coordinator) will be in contact throughout the year. At the end of the year, the participant will submit a report.

**VOTE # 2012-02****Moved:** Victor Benassi**Seconded:** Diane Finley**Motion:** To approve the mentoring task force final report and the pilot program as outlined in the report**Outcome:** 7 Yes, 0 No, 0 Abstain

Presidential Task Force on Documenting Department Benchmarks – Loretta McGregor and Janine Buckner (pending)

No discussion, report pending.

**Discussion and Action Items**

1. Budget requests/adjustments/corrections:

a) Victor Benassi

**VOTE #2012-03****Moved:** Janie Wilson**Seconded:** Pam Ansborg**Motion:** Fund a one course buyout at UNH during the spring 2013 semester, effective the start of my STP presidential year. at the cost of \$8,000.**Outcome:** 6 Yes, 0 No, 1 Abstain

b) Aaron Richmond

No action required.

c) ECP funding request

Last year, ECP requested \$2000 for an organization meeting. They did utilize the funds, submitting a program to APA, that was accepted. The request is for travel funds for face-to-face meetings to support ECP goals.

**VOTE # 2012-04****Moved:** Diane Finley**Seconded:** Janie Wilson**Motion:** To budget An additional \$2000 for an in-person (face-to-face) meeting for two years (2012, 2013)**Outcome:** 6 Yes, 1 No, 0 Abstain

d) Establishing special fund for interdivisional and interprofessional sponsorships & collaborations?

Discussion of requests for contributions from STP/D2 to support its mission by connecting with other organizations.

**VOTE # 2012-05**

**Moved:** Janie Wilson

**Seconded:** Victor Benassi

**Motion:** \$500/year funding for supporting interdivisional and interprofessional connections at the discretion of the president

**Outcome:** 7 Yes, 0 No, 0 Abstain

e) Further discussion of STP contribution to APF to increase size of Brewer Award

Discussion of funding for STP awards in comparison to Brewer Award. Discussion of other APF awards and having award level be in-line. Generally, Brewer Award is in line with other awards.

No action taken

2. Reciprocal free electronic journal access between STP/D2 and SWP/D35

Discussion of the costs and benefits of entering into an electronic journal access arrangement with SWP/D35. No costs associated. Point made that journal access is a primary benefit of being in D2, question raised: would this arrangement impact potential STP/D2 membership? Given that many SWP/D35 members likely already have access via a university, this was not seen as a significant cost. Opportunity to create more interconnectedness between STP/D2 and SWP/D35 seen as a benefit.

**VOTE # 2012-06**

**Moved:** Diane Finley

**Seconded:** Pan Ansborg

**Motion:** Agree to Reciprocal free electronic journal access between STP/D2 and SWP/D35 journals.

**Outcome:** 7 Yes, 0 No, 0 Abstain

3. Discuss/act on recommended updates to listserv rules

Decision deferred, more exploration necessary. The executive director will consult with APA on this matter. Would listserv posts be considered intellectual property of APA? How does Kennesaw State University handle intellectual property in the context of the listserv?

4. Discuss/act on recommendations from Working Group on STP Archives (recommendations found on agenda pp. 45-46)

EC discussed the recommendations from the Working Group on STP Archives (included in the agenda). General agreement on the need to establish and maintain STP Archives. Budgeting implications were discussed (e.g., is this a permanent, long-term arrangement or will it be revisited after an initial start-up costs?).

**VOTE #2012-07**

**Moved:** Victor Benassi

**Seconded:** Diane Finley

**Motion:** Approve recommendations as listed, except: (a) \$3000 rather than \$3000-\$3500, (b) one course buy out for the first year, (c) second sentence in #5 deleted, (d) #6 is deleted.

**Outcome:** 7 Yes, 0 No, 0 Abstain

**Non Agenda Action Item**

There have been requests to Ted Bosack to have some access to the membership lists for research purposes: a researcher wants to send a survey announcement to the listserv. APA does not offer member lists for research. Feedback from TOPEC was that they didn't see it as a good idea. A working group from 2008 explored this issue in the context of physical mail address and had a report. APA no longer sells mailing lists for any purpose. Conversation about membership directory.

**VOTE # 2012-08**

**Moved:** Sue Frantz

**Seconded:** Pam Ansborg

**Motion:** STP will not grant requests to provide contact information of our member for research or commercial purposes.

**Outcome:** 7 Yes, 0 No, 0 Abstain

**Updating Policies and Procedures (P&P) Manual**

The policies and procedures (P&P) manual was described and an effort was undertaken to finalize a version for posting to the STP/D2 website. Broad topic areas of discussion included:

Organization Chart: accuracy as compared to current practice and bylaws.

Nature of editor, associate editors, section editors of Teaching of Psychology (ToP)

The definition of a standing committee and requirements of specific standing committees in the bylaws, current practice, and in P&P Manual.

TOPEC group (and listserv)

membership

its role with executive committee vis-à-vis the requirement for any item coming to a vote being presented to TOPEC.

Quorum: given a mandate for majority rule, no quorum is necessary as 6 votes are required for any motion being passed.

Paragraph descriptions to be added: APA and APS directors of programming, Dept. Consulting, and profession development, E-books. E-xcellence in Teaching.

Receptions and recognition at APA in honoring retirees.

**January 28, 2012**

The meeting was called to order by President Norine Jalbert at 902am.

### **Vice President Reports and Action Items**

#### **1. Sue Frantz, Vice President for Resources**

Internet editor is considering a move to a content management system (CMS) in order to facilitate ease of website updates.

#### **2. Janie Wilson, Vice President for Programming**

##### **a) Overview**

Discussion about all programming positions would be three years with a one-time renewal.

##### **b) Best Practices**

There have been 9 Best Practices conferences. Topics have begun to repeat. For the October 12-13, 2012 conference, the topic is Research Methods & Statistics.

Attendance over time is around 200 participants. Publishers sponsor the conference and cover travel costs of keynote speakers. Conference netted \$18,000 last year based on 5 publishers, registration. The pre-conference writing workshop was a success (it was at capacity with a waiting list). It will happen again in 2012.

Discussion of course releases for director of BP. A call for the new director of BP will occur in 2012.

##### **c) Online e-Workshop**

Discussion of financial aspect of directing the online e-workshop being handled by the Treasurer. The result would be that a yearly course release may be more than is required.

Discussion of a move toward doing the conference via speakers' own home institutions.

Discussion of the hosting institution.

There was a brief conversation around topics for next January.

##### **d) SPSP Teaching Preconference**

Discussion about SPSP program--the program has been self sustaining.

##### **e) APS**

APS program for 2012 is complete. Jeff Holmes will be taking over in 2013 and is currently training.

f) NITOP

Discussion about NITOP and STP.

g) APA

Kris will be trained in the new "way" of coordinating the APA Convention. The 2014 Program Chair will be invited to train in 2013. We should appoint the 2014 program chair by October 2012 in order to train in January 2013.

Some recommendations:

Hospitality Suite

undergraduates will staff the hospitality suite for cost of registration

Scheduling should become more systematized

Events held in the suite must be stocked by those holding the events.

Consider an assistant coordinator for the hospitality suite.

Note that this should be posted to TOPEC

Refreshments for Past presidents reception will be funded as per P&P Manual.

3. Diane Finley, Vice President for Recruiting, Retention & Public Relations

a) Public Relations

Discussion of potential marketing materials (e.g., lanyards, luggage tags, mouse-pads, etc). No action required.

b) GSTA

Report included in the agenda. The overall activity and intensity of the GSTA was discussed. A recommendation for the GSTA was to contact the psychology department at the University of Georgia. The significant value of the GSTA to STP/D2 was discussed and the value of responsiveness and open communication were identified as an important way to move forward.

c) ECP

No discussion; ECP was discussed on 1/27 in context of budget.

d) Social Media

STP has a fairly large Facebook page (699 members). The STP/D2 social media presence was discussed and the notion of a FB administrator was brought up. Likewise, the STP/D2 blog exists, but is used infrequently. Discussion about improving STP/D2 social media use.

e) Membership

As discussed previously, a membership survey will take place next year.

Diane Finley noted that there are no terms for the membership positions and discussed establishing and staggering the terms of committee members.

Ted Bosak noted that APA is working to improve division memberships. There was a report at the DLC from Health Psych on an effort to give free membership to people who inquired about their division. There was a discussion about how we develop more members. Including the use of free “one year” membership.

#### 4. Pamela Ansborg, Vice President for Recognitions & Awards

##### a) SAGE Travel Award

Last year Sage sponsored two travel grants to APA, this year they want to do it again. They may continue to sponsor travel awards. Last year there were a lot of applicants (more than 40). Call out went in beginning of June with a July 4 deadline.

##### b) Professional Development Grant

Discussed a title change for the grant as the title is misleading.

#### **VOTE # 2012-09**

**Moved:** Pam Ansborg

**Seconded:** Janie Wilson

**Motion:** Change the name of the faculty development grant to the Early Career Psychologist Travel Grant

**Outcome:** 7 Yes, 0 No, 0 Abstain

##### c) Master Speaker Program is listed among the travel grants.

As discussed in above (Reports, #4) , it will be moved to programming.

##### d) Poster Awards

STP/D2 sponsored poster awards were discussed. Currently, STP/D2 sponsors poster awards at: APA, APS, NITOP, and at the regional conferences. Criteria do not exist, criteria will be developed and included in P&P. Discussion of regional rubric, the NITOP rubric and consistency among the rubrics. Discussion about continuing the program.

Discussion of division of work among VP of Recognitions & Awards and VP of Programming. VP of Recognition & Awards will be responsible for identifying criteria, VP of programming will be responsible for setting up the procedures / process

#### 5. Linh Littlefield, Vice President for Diversity & International Relations

##### a) Diversity Committee

No action required.

##### b) International (pending)

No action required.

**VOTE # 2012-10****Moved:** Diane Finley**Seconded:** Pam Ansborg**Motion:** To accept all VP reports.**Outcome:** 7 Yes, 0 No, 0 Abstain**Discuss Appendix A of P&P Manual**

Discussion about how to proceed. Two strategies were put forward: (1) allow VPs to edit the respective sections for consistency and accuracy, (2) use time during 2012 winter meeting to update the document. After discussion, it was concluded that the VPs would have 3 weeks to review their respective sections and provide a word document with changes tracked to Norine Jalbert. A version that includes edits from all VPs would be created and would be voted on "as a whole."

Items that were seen as controversial, or outside of the scope of the task (e.g., changes that were substantive) would be voted on individually, after the baseline document was accepted and posted to the STP/D2 webpage.

Specific discussions included:

Course buyouts: both in terms of (a) who qualifies for a course buyout, and (b) whether a course buyout could be taken as a stipend in those cases where a course buyout is not possible.

Two new votes were taken:

**VOTE # 2012-11****Moved:** Sue Frantz**Seconded:** Diane Findley**Motion:** delete the requirement that applicants for associate editor or director must provide three professional references**Outcome:** 7 Yes, 0 No, 0 Abstain

**VOTE # 2012-12****Moved:** Janie Wilson**Seconded:** Diane Findley

**Motion:** That the amended document be accepted. Changes included: change "Course Buyouts" to "Course Buyouts / Stipends," change first paragraph of "Course Buyouts" paragraph to be: "A course buyout or stipend shall be used to reduce teaching course load or to otherwise allow for time to conduct responsibilities associated with a Society position" and change last two paragraphs of Course Buyouts section to be: "Positions receiving one course buyout per year are: President-elect (EC, September 2008; Treasurer (EC March, 2009); the Associate Treasurer (i.e., Treasurer-elect), but only for one transition semester to ease the learning curve), Director of Best Practices Programming (Winter, 2011). The EC also voted (2011) to create a 'start-up' course release fund whereby someone starting a major position for the first time would get a course release (director of regional conferences; APA program director; APS program director; direct of e-conferences; OTRP director; Internet editor; chair of teaching awards).

As an alternative to a course buy out, an individual may elect to take a \$4,000 stipend for each course buyout.

**Outcome:** 7 Yes, 0 No, 0 Abstain**Brainstorming new ideas/initiatives**

[Presidential citations can be awarded to up to two individuals at APA.](#)

Last year, Ludy Benjamin and Mary Kite, received presidential citations. At that time, we voted for travel funding for receiving funding. Discussion of candidates for potential citation to be awarded at APA 2012.

**STP as a Closed System**

Some members of the grants committees have said that resources and recognition keep going to the same people. General agreement that expanding member participation in all levels of STP/D2 would be positive. The move toward posting all open positions to TOPEC and TOP News is the start of that process. It is true that committees are often populated with the same people. There was a larger discussion about "new blood" and how to support inclusion of new members into leadership positions.

**President-Elect Benassi's current thoughts on his 2013 presidency**

Dr. Victor Benassi, present-elect, outlined three areas that he is considering as foci of his presidential year.

First, he noted that preparing future teachers of psychology--not just graduate students, but also at the high school, community college, and college and university levels, would be a focus of his year.

Second, Benassi will have a focus on applying the science of learning (SOL) to teaching and learning across all educational levels. SOL is different but consistent with SOTL (which is not necessarily based on the science of learning). Bring those areas more closely together. Benassi plans to make the science of learning more prominent in the division. A set of best practices and principles that are proven to be effective. We are at the point now where we are at the best practices in any field or discipline. What I am thinking about is to make the Science of Learning more prominent in the division but to make it more prominent in SOTL. Lots of things that are going on already that is relevant: writing workshop, the potential for an e-workshop or Best Practices that brings science of learning content.

Finally, Victor Benassi noted that additional time would be spent on expanding the membership, and positively impacting perceptions about the society (a result of the conversation about STP as a closed system, above).

The meeting was adjourned by Norine Jalbert at 420pm.

Minutes created by Scott Bates, secretary.