EXECUTIVE MEETING MINUTES

Friday, February 8, 2013
8:30am –4:30am
Hilton Garden Inn

In Attendance: Pam Ansburg, Scott Bates, Victor Benassi, Ted Bosack, Diane Finley, Sue Frantz, Norine Jalbert, David Kreiner, Eric Landrum, Susan Nolan, Janie Wilson

1. Call to Order & Welcome

President Benassi called the meeting to order at 8:44am.

2. Announcements

1. Secretary reports and minutes from August 2011-August 2012 and August 2012 to date
   (Appendix A, Page 1).
2. STP's annual report to APA was electronically filed by Norine Jalbert (Appendix B, Page 29)
3. Report from 2012 STP APA Council Representatives posted on STP website (Appendix C, Page 30)
4. Report from 2012 Elections and Appointments Committee (Appendix D, Page 34)
5. Need volunteers to help with monthly contributions to ―Division Spotlight‖ column in APA Monitor.
6. Task force on documenting department benchmarks (Norine Jalbert)

3. Reports

7. STP Executive Director's report—Ted Bosack
   - **ARCHIVES PROJECT**. Bill Hill has formed advisory group and received budget. Plan is to solicit paper and digital materials from past STP Presidents, Secretaries, and Treasurers, beginning with oldest living individuals. All content will be digitized. Specific content to be requested: EC minutes, Task force reports, Business meeting minutes, Newsletter, Past budgets, APA/STP Convention programs, APS/STP Institute programs, BP Conference programs, Pictures from STP events. Key deliverable: Generate searchable database for Archives of PsychTeacher and TOPEC listservs; establishment of a searchable, online archive of materials that will be available to members and historians. Trips for the purposes of coordination with Akron have been arranged.

Version: March 11, 2013
Approved (SCB)

- **MEMBERSHIP**. Last year saw the highest membership totals ever recorded: 3600-4000 total. This is in part due to the involvement with APS; 1100-1200 memberships via APS.
  - SHIFTING MEMBERSHIP PROCESSING. In conversation at division leadership conference, the notion that APA could handle membership processing was explored.. APA would handle: renewals, new memberships via regular channels, APS materials, affiliates, etc. They would provide biweekly reports. Basic costs at our membership size estimate to be around $2000/year. There are additional costs doing refunds if there are many. There would be additional charges for mail-house charges for postage and preparing mailings that they charge at $23/hour (these costs are equivalent to handling this internally). There is a one-time charge of converting our system to theirs: $1000. Underlying reasoning: clerical time devoted to processing memberships has grown over time, as has duplicate processing. This change would free executive director for other tasks and make for easier hiring of future executive directors.
  - Initial discussions of options for covering additional costs were held.

8. Treasurer's Report – David Kreiner (Appendix E, Page 35)(Budget requests / adjustments / corrections)
   - Report attached.
   - The STP budget is in very good shape. STP brings in more dollars than are projected and spends less dollars than is projected. Current budget showing a deficit.
   - Discussion of processes for holding funds at Georgia Southern and process by which STP can centralize this function for future VPs of programming.
   - Changes to report:
     - $1000 for miscellaneous programming expenses was moved from VP programming to director of Best Practices conference as the money is to be used for BP expenses (e.g., keynote speakers' and publishers' pre-conference dinner).
     - Vespia can be changed to McMinn
     - Buskist should be changed to Altman
     - Clarification about NIToP expenses. STP relationship with NIToP includes $5000 for sponsorship, $500 for AV equipment, and travel expenses for speaker travel and program-liaison travel.

3. Break
- Was refreshing.

4. Discussion and Possible Action Items

1. STP poster awards (Appendix F, Page 49; Pam Ansburg)
   - Discussion of ongoing issues and concerns about STP poster awards. Main problems include: no way to make consistent evaluation of poster materials; the quality of the posters are not necessarily what should be endorsed by STP; poster awards not a good use of funds / not a good way of publicizing STP. These awards ($100 each) used to

be held by VP for Programming, but were transferred to VP for Recognitions & Awards.
- Conversations about possible solutions
  - More direction and conversation with regional conference liaisons about the purpose of these awards was considered.
  - Using the GSH lectures as a alternative way to achieve the STP goals of being present without making poster awards was considered.
  - Relationship with regional conferences was considered.

VOTE 2013-02-08_01
Motion: I move that we discontinue all STP sponsored poster awards by 12/31/13 with the exception of January 2014 obligation NITOP.
Moved: Janie Wilson
Seconded: Norine Jalbert
Outcome: Passed (10/0/0, Y/N/A)

2.   Teaching competencies task force final report (Appendix G, Page 50, Norine Jalbert)
- The report is included in agenda.
- This is a report of the taskforce who was tasked with the goal of outlining a strategy by which STP could provide its membership a concrete strategy for assessing teaching competencies.
- Discussion of differences between teaching competency certification and teaching excellent awards.
- Discussion of APA guidelines for certification processes.
- Discussion of uses of the report: supporting tenure and promotion, post-tenure review, preparing future faculty, an ebook, and an e-conference on this content, were identified useful outlets for this content.
- The taskforce will be provided with feedback (Jalbert) about this discussion and potential next steps for its use.

3.   STP membership survey (Appendix H, Page 60, Diane Finley)
- Draft survey include in agenda.
- The STP membership survey was delayed as APA has planned to conduct a survey. The APA survey will not be conducted so plans for going forward were discussed.
- Discussion about the process by which the current survey was developed (starting with the membership committee, and including feedback from EC members, and TOPEC members).
- Policies and Procedures manual section on SPECIAL MEMBERSHIP SURVEY TASK FORCE was discussed.
- Questions about IRB processes were explored.
- Questions about various distribution methods were explored (including surveygizmo, qualtrics, survey monkey). The possibility and costs associated with STP licenses for qualtrics was discussed.
- There were comments about survey items:

Version: March 11, 2013
Approved (SCB)

- o There are some items for which there are pre-existing data (e.g., web-traffic, ToP downloads). These items should be reconsidered.
  - o Skip patterns were discussed—skip patterns will shorten the survey by introducing question branching.
- There were comments about administration strategy:
  - o Should the same survey be given to everybody or should shorter versions of the survey be given to sub-groups?
  - o Should the survey be reduced to just a few key questions, from each VP?

VOTE 2013-02-08_02
Motion: I move that we implement the member survey as presented with the inclusion of skip patterns where possible.
Moved: Norine Jalbert
Seconded: Scott Bates
Outcome: Passed (8/2/0, Y/N/A)

4. Posting STP votes and EC meeting minutes in members only area of STP website (Ted Bosack)
- Problem: We have a publicans page accessible via the members area in the STP website. It is difficult to find information when it is need.
- Discussion of how versions of reports would be handled: received, accepted, final
- Discussion of the semi-public nature of all submitted reports (including task-force reports).
- Solutions: The new web hosting system (Wild Apricot) will be easier to put content like reports, agendas, and minutes onto the website.

5. How we do electronic votes now that we have passed a bylaw to allow it (Ted Bosack)
- Discussion item related to implementation of new bylaw amendment that allows for electronic voting on changes to the bylaws. APA can handle this process for $200 per vote. This could be a reasonable way to move forward. We could use this for the upcoming election for the bylaws. APA does the EC elections.

6. Making the twice-yearly newsletter an e-document (Ted Bosack)
- Mailing the STP newsletter has become costly: $5,000 per year.
- Discussion of a move toward an electronic newsletter.
  - o Options include a PDF version of the current newsletter to be delivered via email to all members. Members without email addresses would be sent a postcard or letter outlining the change and told that delivery of the newsletter in the future would be either via email on via the webpage.
  - o Another options include an HTML version (e.g., Mailchimp, Wild Apricot) that would allow content to be more easily reused, hyper-linked, and accessed.
- Discussion of the utility of the newsletter given alternative sources of information (e.g., web, blog, twitter, listservs, facebook).

VOTE 2013-02-08_03
Version: March 11, 2013
Approved (SCB)

Motion: I move that we change our newsletter to a primarily electronic version and delivered via electronic-mail.
Moved: Norine Jalbert
Seconded: Susan Nolan
Outcome: PENDING (0/0/0, Y/N/A)

7. Discussion of STP dinner and president's private reception in Hawaii (Victor Benassi)
   1. STP Dinner.
      - The history and purpose of the STP Dinner was outlined and discussed. In the past the dinner has been popular, with as many as 70 people attending. Attendance has waned.
      - The event is difficult to plan for as a willing STP member must be identified in the hosting city and make arrangements for the meal. Deposits have become an issue in recent years.
      - No action was taken.
   2. Presidents Private Reception
      - The Presidents Private Reception was discussed. President Benassi indicated that he planned on incorporating the private reception into the social hour, and expanding the invitation list.

In Attendance: Pam Ansburg, Scott Bates, Victor Benassi, Ted Bosack, Diane Finley, Sue Frantz, Norine Jalbert, David Kreiner, Eric Landrum, Susan Nolan, Janie Wilson

1. Call to order

President Benassi called the meeting to order at 9:04am.

2. Sue Frantz, Vice President for Resources (Appendix I, Page 67)

Full report included in agenda packet (Appendix I, pages 67).

1. Discussion of TOPIX: Good usage was reported, with a peak in October, 2012. Visitors have been increasing steadily. Promotion of TOPIX was discussed. The "call for content" occurred on 1/28/13.
2. Discussion of Project Syllabus: Project Syllabus continues to grow and international syllabi are being submitted more frequently.
3. Discussion of ORTP: Six new postings to OTRP after a light year last year. Call for reviewers produced many new reviews. Ruth Ault concerned about "getting hit by a bus" and the processes that are in place for OTRP to continue in her (hypothetical) absence. Discussion of a reorganization of OTRP. Discussion of archival material that Ruth has and how it can be handled (potentially in the STP archive project).
4. Discussion of Departmental Consulting Service: There have been 12 requests for consultants in the past four months. Eric Amsel, Jean Mandernach are new consultants.
5. Discussion of E-Books: Three eBooks were published in 2012, two are pending for a total of five.
6. Discussion of Webpage (detailed report of webpage activity in appendix I). The number of visitors to the webpage continues to increase. Transition to wildapricot.com is planned for this year. New hosted site would include a content management system that would allow VPs and directors to edit their own pages. This solution also includes conference registration and payment, and membership management would be simplified and easier to track.
7. Discussion of *Teaching of Psychology* Journal: Drew reports that it's business as usual at the journal.
8. Discussion of PsychTeach listserv: the listserv is going strong. With changes in personnel happening at KSU it may be worthwhile to begin looking into alterative hosting strategies (APA?). On the other hand, the archive is valuable and needs to be retained.
9. Discussion of Mentoring Program: the mentoring program has been revamped and is under the direction of Laura Lunsford. This past fall as a pilot of the new updated service. The new approach is more directed.

Version: March 11, 2013
Approved (SCB)

10. Discussion of E-xcellence Essays: In January, 2013, Lyra Stein and Bill Altman began their three-year service as editors for E-xcellence Essays.

3. Janie Wilson, Vice President for Programming (Appendix J, Page 75)

1. Discussion of Best Practices: The 2012 conference was a success. Natalie Kerr-Lawrence is the new BP Director. The topic of the 2013 conference has been decided (Research-Based Approaches for Teaching Psychology) and the keynote speakers have been determined (McDaniel, Murphy Paul, Benassi); one speaker will be sponsored this year by a publisher. Also: new hotel.
2. Discussion of Online Conference: Steven Lloyd is the new director of the Online Teaching Conference. The conference was held 1/25/13 and was a success. Discussion of an archived version of the conference—accessible to members? Accessible to members after a period of embargo (audience suggestion was 6 months after the conference ends)? This could be a good member benefit.
3. Discussion of APA: Program is included, Jamie McMinn in program chair. Division 2 received a healthy number of proposals. Poster proposals were up. Programming hours were shortened for 2013.
4. Discussion of APS: Jeff Holms (director) provided an outline of programming at APS (included in agenda packet).
5. Discussion of Regional Programming: Aaron Richmond (director) has done a good job of getting liaisons for the seven regional conferences and maintaining connections.
6. Discussion of SPSP: The structure of the SPSP coordination team was discussed. STP recognizes one coordinator.
7. Discussion of NIToP: Bill Altman is taking over as STP liaison to NIToP; the mid-winter meeting packet includes the last report from Bill Buskist as liaison.
8. Discussion of G. Stanley Hall / Harry Kirke Wolfe Lectures: Fewer GSH/HKW lecturers were selected this year due to Hawaii program (fewer hours). Discussed ongoing structure of GHS/HKW with the potential benefit of more STP input when scheduling speakers, particularly at regional conference. Historically BEA has had four speakers and each agreed to speak at APA and at a regional conference. Perhaps fund additional speakers so regionals can each have one speaker. A few new conditions were outlined for the regional talks: liaison would introduce the speaker, the STP banner would be use on the podium, STP would be included in the program. Coordination action required with Martha Boenau. Discussion of how to keep speakers properly targeted to intended audience (e.g., the talk should have a teaching component).

VOTE 2013-02-09_01
Motion: I move that, starting in 2014, we increase the STP budget from $4000 to $7000 to provide speakers at regional teaching conferences. Each speaker will be reimbursed up to $1000 for travel costs. Speakers from G. Stanley Hall, Harry Kirke Wolfe, or STP master speaker list will be supported.
Moved: Janie Wilson

Version: March 11, 2013
Approved (SCB)

Seconded: Diane Finley
Outcome: Passed (10/0/0, Y/N/A)

9. Discussion of Writing Workshop: full report from Regan Gurung included in the agenda book. There was a suggestion that this could become a permanent part of the STP budget as it is popular (there is a waiting list) and the outcomes that it supports (publications) align with the STP mission. There was also a discussion of an online SoTL consultancy service to provide support to teachers and faculty doing SoTL work. Finally, a book based on the workshop is being developed.

VOTE 2013-02-09_02
Motion: I move that we continue to support the writing workshop with the same budget ($7000) for the next three years.
Moved: Janie Wilson
Seconded: Norine Jalbert
Outcome: Passed (10/0/0, Y/N/A)

10. Discussion of Master Teacher Program: Aaron Richmond submitted a report on the STP Master Teacher Speaker Program. There were 6 applications in 2012, four were funded. More Master Teacher names are requested—it was suggested that the regional liaisons nominate great speakers that they see at the regional conferences. We need an open nomination process (perhaps web-based).

4. Diane Finley, Vice President for Public Relations (Appendix K, Page 93)

Report included in agenda book.

1. Discussion of social media. STP established a Google+ presence in May 2012. The page is Teaching of Psychology. Currently the Google+ page is in 411 circles. Discussion of LinkedIN page for STP.
2. Discussion of GSTA: a new GTSA will be selected next year. Applications will be accepted in the fall. Potential sites may require some cultivation.

5. Pamela Ansburg, Vice President for Recognitions & Awards (Appendix L, Page 95)

1. Discussion of the SAGE Teaching Innovations award the chair has been trying to verify with sage. She's not getting any return information about the nature of the existence. Norine Jalbert will follow up with her contact on Sage.

2. The continuing issues with respect to the Promoting Partnerships Small Grants program. It is suffering from a split personality of a mission. This program has a long history (at least 5 years) of having a lack of clarity with respect to understanding what types of projects best fit the mission. The mission seems too broad to adequately guide funding decisions. Two very different types of proposals are submitted and have been funded: Teaching meetings/conferences and research collaborations. However, depending on the make-up of the decision committee, one or the other gets

preference in terms of funding. Right now, there are no scoring criteria that make sense for these two distinct project types. Ansburg suggested that given that we now that we have the SoTL award, we should fund the teaching meetings/conferences. Discussion of what the nature of the projects that we would like to fund. Size of the conference/collaboration, the value of the collaboration, whether or not the same group get the award every year, etc. A new mission statement will be designed by the committee and circulated to EC for feedback.

3. Discussion of the joint PSI CHI / STP Assessment Grant funding. Is continuance of the program warranted? Additional details are requested.

6. Susan Nolan, Vice President for Diversity & International Relations (Appendix M, Page 104)

1. The diversity committee has been very active. The task force report with diversity resources are on the webpage. Diversity committee one action item: they would like to have some kind of language related to diversity on all the wards. For example, they would like to see something like "members of underrepresented groups are encouraged to apply" included in all funding and volunteer opportunities. It was requested that they propose specific language for consideration
2. The international program is tasked with growing. Martha will be charged with reaching out to APA Office of International Programs. Reach out to: Merry Bullock.

7. Discussion and Possible Action Items

1. Taskforce on statistical literacy (Appendix N, Susan Nolan): There were two subgroups with different foci: one was focused on the introductory psychology course and one focused on the undergraduate major. Jim Freeman led the Introductory Psychology group; Bonnie Green led the undergraduate major group. The taskforce is requesting feedback about how to improve the document and is curious about its eventual "home." Discussion of where the report should live as there is no obviously place. Suggestion that it be submitted to ORTP (thus approved via the OTRP process).

VOTE 2013-02-09_03
Motion: I move to accept the STP Presidential Taskforce on Statistical Literacy report and thank and acknowledge the excellent work of Susan Nolan and the taskforce.
Moved: Norine Jalbert
Seconded: Sue Frantz
Outcome: Passed (10/0/0, Y/N/A)

2. Consultations prior to EC votes (per P & P manual) (Victor Benassi): In the Policies and Procedures manual, on page 8 (electronic discussion) notes that the nature of the P&P manual indicates the requirement for TOPEC to be queried prior to every vote taken by the STP EC. Discussion of how to implement this. Discussions of alternatives: TOPEC will be notified of a P&P change that would remove this requirement for personnel discussions and discussions of items of little significance. This item was discussed on the previous day; the voting ID reflects this.

Version: March 11, 2013
Approved (SCB)

VOTE 2013-02-08_03
Motion: I move that we change our newsletter to a primarily electronic version and delivered via electronic-mail.
Moved: Norine Jalbert
Seconded: Susan Nolan
Outcome: PENDING (0/0/0, Y/N/A)

3. Consideration of location/time of current summer EC meeting (Victor Benassi). Discussion of the APA annual convention and the role of the business meeting, the executive meetings, the presidential address, and the social hour. Attendance is concerning. The reason for this is that while we have a large number of members, they are often with another one of the divisions. Discussion of the nature of the business meeting. Discussion of making the business meeting more accessible and achievable by hosting it online. The APA program would remain intact and even grow (as these allotted times could be used for other purposes). (non-refreshing break for fire alarm). Discussion of awards. Discussion of how the bylaws impact these decisions. Discussion of costs: last year STP spent $8,500 for the APA meeting and $7000 for the midwinter meeting. Idea put forward that the president elect would make a decision about these meetings. Discussion of the legal ramifications of being a 503c when it comes to the current bylaws and requirements for public business meetings. A small group of Eric Landrum Sue Frantz, Janie Wilson and Scott Bates will consider alternatives. TOPEC will be queried. It was noted that it would be easy enough to do an electronic trial run from Hawaii (APA,2013) to gauge potential.

4. Psychology as a STEM discipline (Pam Ansburg): Ansburg: STP ought to be involved in the movement to define psychology is a "STEM discipline." APA has an initiative to ensure that psych is consistently acknowledged as a STEM field. Discussion of strategies to accomplish this goal. Perhaps partner with the APA Science Directorate that would support a grant program that would promote teaching psychology as STEM. Discussion of how to integrate this work into existing STP programming: Best Practices Conference in October STEN session, an EBook, conference program planning (APA, APS, NITOP, SPSP). Note connection to the change in MCAT to include psychological science. Outcome: Pam would explore this issue with counterpart at the APA Science Directorate and suggest how to proceed.

8. President-Elect Eric Landrum's current thoughts on his 2014 presidency

R. Eric Landrum 2014 STP Presidential Vision (as written)

Initiatives Which Serve the Society

--Membership Counts: in a three year period (2013-2015), double the amount of STP members; provide members with member benefits that matter. Possible ideas to consider: exclusive access

Version: March 11, 2013
Approved (SCB)

to web content, faster downloads, no download time embargo/no throttling; provide free 3 month/1 year memberships as applicable. Document and promote the benefits of membership

--Web Site Re-Launch: Complete web site user interface redesign; opening page focus on content rather than presidential welcome. Optimize search engines so that STP hits emerge near top of search results. Do not accept advertising, but allow for banners/ribbons that promote the varied services available to STP members and non-members. Perhaps implement new features; guest bloggers; archive of twitter feeds; centralized location of social media resources, and so on. "How Can I..." feature, such as "How can I use twitter in the classroom," "How can I get started with clickers," "How can I find grant support for teaching innovations and SoTL efforts?" Q & A forum like a user's group forum where experts can answer questions nearly instantaneously. Oddly, look at Boise State homepage (www.boisestate.edu) for outstanding web page design.

Initiatives Which Serve the Discipline

--Skills Matter: Coordinate division-wide and interdivisional efforts and resources to study, archive, and initiate efforts to allow faculty members to measure the skills of students; include resources for large enrollment courses; what skills can psychology majors acquire that will serve them for the rest of their lives? Can we share resources nationwide to measure and document the skills of our psychology majors and graduates? How can we encourage employers of psychology graduates to help document graduates' accomplishments as well as provide persuasive evidence to faculty members, administrators, accreditors, and legislators about the value of the bachelor's degree in psychology? Possible avenues: video series, blogs, other social media.

--A Census Approach: We need to develop the infrastructure to be able to answer very basic/fundamental questions about the overall characteristics of the populations we serve. Questions such as: How many undergraduates enroll in introductory psychology annually? How many psychology majors are there in the United States? How many students minor in psychology? What percentage of psychology graduates continue on to graduate school (in psychology and in other disciplines) vs. immediately seek a bachelor's degree in psychology? Can we build a collaborative database such that we can identify the descriptive statistics about our own discipline and track trends over time?

--The Power of Story: Given the lack of retention from the introductory psychology course (based on available data), perhaps storytelling is an alternative pedagogy that might lead to long-term retention of knowledge about the psychology (as well as for psychology majors attending graduate school or entering the workforce successfully). What is the current research evidence available about the power of story; what might be the optimum 'best practice' approaches for using story-telling as a pedagogical approach? Utilize STP resources to develop a repository of supportive documents and practices regarding the use of story-telling as an instructional practice to encourage long-term retention of information and the development of skills. This initiative should be cross-divisional and should reach out for participation beyond the discipline.

Version: March 11, 2013
Approved (SCB)