

SOCIETY FOR THE TEACHING OF  
PSYCHOLOGY, DIVISION TWO,  
AMERICAN PSYCHOLOGICAL  
ASSOCIATION

Midwinter Meeting

Washington, DC

January 16-19, 2014 (Approved August 7, 2014)

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FRIDAY, JANUARY 17, 2014

CALL TO ORDER, WELCOME, AND INTRODUCTIONS

The meeting was called to order at 9:00:09.

Present: Eric Landrum (President), Victor Benassi (Past President), Suzie Baker (President Elect), Diane Finley (VP for Recruitment, Retention, & Public Relations), Sue Frantz, (VP for Resources), Susan Nolan (VP Diversity & International Relations), Beth Schwartz (VP Recognition & Awards), Janie Wilson (VP for Programming), David Kreiner (Treasurer), Scott Bates (Secretary), Ted Bosack (Executive Director).

STP President Eric Landrum welcomed the newly elected President-Elect, Suzie Baker and the newly elected VP for Recognition & Awards, Beth Schwartz.

REPORTS

SECRETARY'S REPORT & MEETING MINUTES (SCOTT)

The secretary's report was presented. It included meeting minutes from summer 2013 STP Executive Committee meeting and the summer 2013 STP Business meeting. The report is included in the mid-winter meeting packet.

**VOTE 2014-01-17-01**

Motion: I move to approve the meeting minutes as currently correct.

Moved: Diane Finley

Seconded: Susan Nolan

Outcome: Passes (10/0/0, Y/N/A)

**VOTE 2014-01-17-02**

Motion: I move to approve the minutes to the business meeting from last August.

Moved: Sue Frantz

Seconded: Susan Nolan

Outcome: Passes (10/0/0, Y/N/A)

**Task<sup>1</sup>**: Bates to make changes and finalize the file. Spelling errors, add David Myers middle initial, (G).

DIVISION ANNUAL REPORT FROM THE PAST PRESIDENT (VICTOR BENASSI)

Past President Victor Benassi provided a brief review of the activities of the past year, including advocacy activities, and work on compliance with all of the policies of APA. Annual report is

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<sup>1</sup> **Task** indicates a specific task that was assigned or agreed upon from indicated EC Member.

forthcoming.

**Task** (Victor): It will be submitted by feb 1 and will be circulated to the EC.

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#### STP EXECUTIVE DIRECTOR REPORT (TED BOSAK)

STP Executive Director's (Ted Bosack) report is included in the STP 2014 mid-winter meeting packet. There were 6 topics that were discussed further.

- **Dues management:** For managing dues, STP moved to APA as a contract division (thus APA manages dues). There have been no member complaints and no problems with the new arrangement. APA division services offices have had personnel changes and challenges, but work seems like the work is getting done. While STP members have not complained, APA is not getting membership processed as quickly as they might.
- **Newsletter.** The Wild Apricot version of the STP newsletter was delivered. There was a discussion of newsletter and examination of other strategies, including an idea about having something inserted into TOP (issue: some people might not want a hard copy of the journal, in which case no insert would be effective).
  - **Task** (Diane Finley): will be exploring if we can include another piece of paper in the journal.
- **Centralization of Conference Funds.** The fiscal centralization of the funds from the conferences has occurred and has been effective.
- **PsychTeacher.** The PsychTeacher listserv was discussed. Specifically, there were some issues with the listserv related to subscription management--it seems to have resolved. There was also a discussion of the archives and the future of the listserv. Specially, if an alternative to the current hosting strategy should be explored. Related note: the GTSA listserv moderator to move the listserv to the new GTSA site in New York.
  - **TASK:** Sue Frantz will explore the functionality of a listserv and looking into alternative listserv options.
- **Website:** Website functionality has been going reasonably well in the transition to Wild Apricot. Updates to the website are required. Specifically, the committee membership pages require updating.
  - **TASK:** Everybody (VPs and committees) review the committee membership page for accuracy.
- **Flower fund.** Over the years, STP has had a flower fund and if there was a reason to send flowers, flowers were sent. We can continue the flower fund. Bosack recommended that we use the STP Executive Director's operating budget for flowers. Ted will deplete the current flower fund and then switch to using the operating budget to cover expenses.

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#### APA COUNCIL OF REPRESENTATIVES REPORT (DIANE)

Diane provided an overview of report, which is included in the STP 2014 mid-winter meeting packet. APA is doing governance reorganization. Issue: we are not 100% sure how that is going to impact representatives. We may have reduced number of representatives on the board. There was a lot of discussion about what may happen. The motions of the counsel, included in the report, have all passed. The end result will be that there will be one seat (removal of apportionment); it is a move to the Senate model as opposed to the House of Representatives model. We nominated two people to be on the task force / working group--none were picked.

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#### ELECTIONS AND APPOINTMENTS COMMITTEE REPORT

Report is included in the STP 2014 mid-winter meeting packet. There was a discussion of voting, as this year voting turn out was lower before. The coming election is going to be conducted electronically and there was hope that turnout would improve.

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#### ARCHIVIST'S REPORT

Bill Hill submitted a report; it is included in the STP 2014 mid-winter meeting packet.

We had included budget for mailing charges and believe that the budget as it stands is good to be available for use. Funds should be utilized to cover shipping of materials, or to cover costs for scanning services. On page 3 of the report, Bill requested feedback/input on six items. They are reproduced here for clarity; executive committee responses are inset.

1. I want to make sure I am on the right track with regards to EC expectations for archiving as suggested above. I have assumed that my primary goal is not simply to collect documents, but rather to collect AND organize documents into a searchable resource for the EC, interested STP members, and historians of psychology. So, it appears I am a bit archivist and a bit historical librarian. Is this what the EC expects?
  - a. Yes, this is what the EC expects. One suggestion was made: perhaps personal contacts to former STP presidents to acquire papers for the archives.
2. Is there a historical record of ALL EC votes over the years? I could not find one so far. I realize that some votes may not be relevant because of subsequent votes and bylaw changes, but it would make for an interesting document. Based on my indexing so far, I know that voting results exist within TOPEC records, which are not formally recorded in EC minutes (as far as I can determine) and in the formal EC minutes published in the past in ToP and currently on the STP web site. According to the Policies and Procedures Manual, the Secretary keeps a record of the votes, but I cannot see where these records go other than being embedded in EC meeting minutes. Would the EC like me to begin working on such a comprehensive record?
  - a. Votes from the current and previous two secretaries have accumulated the records. Ted Bosack will review what we do have on record and forward these records on to the archivist.
3. I have eventual plans to extract archival data from past issues of ToP prior to their move to

the web site (e.g., EC Minutes, Council Rep Reports, announcements, and APA Program Chair Reports, which include the convention programs) and include it in the overall archive database so all archival material is in one place. Does the EC agree with this plan?

- a. Yes the executive committee agrees with this plan. But, it acknowledges that this is a relatively low priority given the fact that the journal isn't "going anywhere."
4. I would like to request that the Policies and Procedures Manual be revised to include in the timeline of duties for elected and appointed positions the expectation that they forward documents (e.g., reports, records of discussions concerning issues and subsequent decisions that did not require an EC vote and may not have been recorded in formal minutes, and any other documents or correspondence that may be of value to the archives) to the Archivist by six months after the end of their term in office. I would also request two exceptions to this. Because of the nature of the work of the Treasurer, Secretary and Executive Director, I would like to request that they submit materials on an annual basis. This would help keep the archives continually up to date and help manage the Archivist's workload.
    - a. Given the work and relative value of some of those discussions, we think that the current VP reports, and meeting minutes, and reports suffice.
  5. Should the Archivist position be included in the Policies and Procedures Manual? If so, does the EC wish me to draft the description? Also, it is my understanding that the Archivist reports to the Executive Director. Correct?
    - a. We agree, please draft the job description. Consider a new box on the org-chart for the archivist. Eventually the position should be in the p&p manual. For now, reporting to the Exec Director.
  6. The archiving and dissemination of the PSYCHTEACHER listserv may present some issues and I think they deserve some discussion by the EC. There is no current statement included in the list rules and guidelines as to the "ownership" of the posts. Because the current listserv archives have always been public to listserv subscribers, both old and new, all one has to do to access them is join the PSYCHTEACHER list, which is a public list. So, one could imply that all posts are public. Once PSYCHTEACHER is archived and indexed (the indexing I plan will cross the current monthly indexing and pull together discussions on the same or similar topics over years), it will be a vast repository of teaching suggestions and advice, albeit not peer reviewed. Are there any potential problems with doing this and making it available the existing availability requiring individuals join the list to access it?
    - a. We need to have this reviewed by APA legal.

**Tasks:** Ted Bosack will follow up with Bill Hill.

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FUND FOR EXCELLENCE

The report is included in the STP 2014 mid-winter meeting packet.

Items to consider, from the report. The includes:

- "As teaching awards have grown in number and award amount, it has been impossible for FFE to fully fund them from the interest earned on the funds. Given the current financial situation, it might never be possible to attain that goal, which was FFE's original goal. Thus, we believe that it is time to rethink solicitations on behalf of FFE. A decision could result to change the solicitation strategy in some manner, to cease solicitations for FFE, or some other course of action. As a Board, we seek EC guidance on this matter."

The executive committee discussed the role of FFE in the context of STP-EC. Bylaws were reviewed and the Policies and Procedures manual was reviewed. In reviewing the bylaws for the foundation, the EC determined that the mission of the FFE should continue: that fundraising should continue and the board should add membership. Alternatively, the STP-EC would consider a change to the bylaws.

The decision to move to investing dollars to TIAA-CREF was seen as a positive.

EC recommend developing a relationship with development officials and organizations and suggested that perhaps an online course would facilitate expansion of these skills. EC suggested that the Focus on getting donations from our other memberships.

**Task:** Eric Landrum will draft a letter for review, and it will be delivered to chair of the FFE. Clarify that the bylaws indicate the money can be used for other things to support teaching.

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#### TREASURERS REPORT (BUDGET REQUESTS, ADJUSTMENTS, CORRECTIONS) (DAVE)

Report is included in the STP 2014 mid-winter meeting packet. Overall, STP intentionally budgets for (slight) deficits, but has been running a surplus. This year: STP spent a lot of money to attend APA in Hawaii; STP came closer to spending the budgeted amount because of the change related to key STP personnel being allowed to take stipends rather than course releases.

**Awards Chairperson Funding.** The budget reflected funding the Awards chairperson going to APA. Question: should the chair of the Awards committee be funded to attend APA? There was a discussion of funding for the chair of the committee to attend APA, pros (having the director of the program present for the event is wise) and cons (cost for one event) were considered.

#### **VOTE 2014-01-17-03**

Motion: I move that the chair of the teaching awards will no longer be funded to go to APA.

Moved: Beth Scwhartz

Seconded: Victor Benassi

Outcome: Passes (9/0/1, Y/N/A)

**Best Practices.** There was a discussion of the "Best Practices" conference and how it will look over time. The current budget line includes -\$23,878.48, but the budget does not yet reflect the revenue. The conference will approximately break even in the final budget report.

**NITOP.** The NITOP expense was discussed later (notes included).

**Conference Travel Budgeting.** Travel budgeting is not consistent across the budget. We went to "reasonable expenses" and that policy. Based on last year, \$1200 is the average expense. Reimbursable travel expenses are used for "reasonable costs." There was a discussion of how to fund international travel on this budget. It was noted that a very legitimate comment in the membership survey was that timing, procedures, and budget are very US centric. Conclusion, adjust to \$1,200/speaker but include language about "special circumstances."

**VOTE 2014-01-17-04**

Motion: I move that the budget for GSH/HKW/Regional speakers line to be adjusted to \$1,200/speaker, line-item total of \$4,800, unless there are special circumstances brought to the EC (e.g., international, special accommodations).

Moved: Janie Wilson

Seconded: Beth Schwartz

Outcome: Passes (10/0/0, Y/N/A)

There was then a discussion of APS meeting program, which funds six speakers up to \$1200 each. A motion was made to align:

**VOTE 2014-01-17-05**

Motion: I move that the budget for APS speakers line to be adjusted to \$1,200/speaker, line-item total of \$7,200, unless there are special circumstances brought to the EC (e.g., international, special accommodations).

Moved: Diane Finley

Seconded: Susie Baker

Outcome: Passes (9/0/1, Y/N/A)

There was then a discussion of the Master Teacher speakers line, it was determined that it requires the same change:

**VOTE 2014-01-17-06**

Motion: I move that the budget for Master Teacher Program line to be adjusted to \$1,200/speaker, line-item total of \$6,000, unless there are special circumstances brought to the EC (e.g., international, special accommodations).

Moved: Diane Finley

Seconded: Susie Baker

Outcome: 6/0/4 (0/0/0, Y/N/A)

**DISCUSSIONS AND POSSIBLE ACTION ITEMS**

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**RESULTS OF THE STP MEMBERSHIP SURVEY (DIANE, SCOTT, ERIC)**

There was a detailed discussion of the membership survey; the report is included in the STP 2014 mid-winter meeting packet.

**Task:** Executive summary will be generated by Diane.

Eric's reactions to the survey data: STP is not international enough, the US central criticisms are well founded, and that membership does not have a good idea about the sorts of resources that we offer.

**Task:** Susan will review resource to see if/how her committees can suggest expansion/revision of STP resources to provide better inclusiveness.

There was a discussion of the survey indicating that members felt that "there is so much content and I have no time to figure it out." STP needs to make some efforts to organize resources for members. There was an idea for "Quick Hits": a list of resources for

A lot of people complained about lack of time. Time Savers. Could there be a place where I click on a place.

Sue F noted that E-Excellence Editors (Stien, Altman) compile essays into a book and that we have 13 books of essays. But, the content has become difficult to find. Right now, VP for Resources is work with the internet editor to use a database for these sorts of resources. If these resources can be tagged, then finding relevant information could be easier. There was a discussion of how the resources can be more relevant and findable to the users of the webpage. There was a discussion of how our content could be useful to different audiences: new faculty, adjuncts, instructors teaching a course for the first time.

**Task:** Sue Frantz to take this conversation forward and make recommendations to EC.

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#### NEW CONFIGURATION OF APA CONVENTION PROGRAMMING (ERIC)

Eric made a report about APA convention programming. A report is included in the STP 2014 mid-winter meeting packet. This is currently tentative. Idea is that the business meeting will be combined into a 3hr block: presidential address and two hour block--business meeting (social hour and past president reception).

There will be no hospitality suite.

Victor noted that in our manual, it is noted that STP recognizes retiring members. Question arises: How can we do that practically? Suggestion was that it be an announcement in TOPEC and newsletter.

**Task:** Ted Bosack, Scott Bates: A call is required in newsletter and news.

There was a discussion of broadcasting, or recording the business meeting.

**Task:** If Sue Frantz can make it happen, then it will happen.

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#### FUTURE OF DIVISIONAL NEWSLETTER

There was a discussion of the divisional newsletter. This discussion led to a discussion of the STP communications strategy. Question: is STP getting the "right messages" to the "right people" at the "right time"?

The EC believes that developing a communication strategy that makes sense for the organization is important. The newsletter is a symptom of a broader issue. The newsletter is a symptom of the lack of a broader communication strategy.

**Task:** Ted to contact APA to talk about in house consulting on the overall communication strategy.

## VICE PRESIDENT REPORTS

### VICE PRESIDENT FOR PROGRAMMING (JANIE)

VP for programming report is included in the STP 2014 mid-winter meeting packet. Two programs were discussed at length: NITOP, APA Program, and Master Speaker List.

#### NITOP

Discussion focused on the budget. From budget: Added travel funding for STP liaison to travel and attend NITOP (budgeted at \$1,500). Pays for STP speaker (travel, 3 days hotel; capped at \$1,000), AV costs, and \$5,000 sponsorship." Funding provided for one more year (2015).

There was a substantial discussion of the "bang for the buck" that comes from STP's support of NITOP. Specially, the current relationship between NITOP and STP was discussed and the ideas for a future relationship were outlined. A variety of questions were asked: What benefit would we want to get out of this? What if we could have \$100 for member discounts for members? Could STP have a person on the NITOP board?

The EC believed that a needed a stronger articulation of how we are helping members / serving by supporting NITOP was necessary.

**Task:** Janie Wilson will draft letter will be drafted to open negotiations for the next round of conversation.

#### **VOTE 2014-01-17-07**

Motion: I move that the 2014 budget for NITOP be listed as three items: NITOP Sponsorship and AV costs (\$5,500), Speaker Travel Grant (\$1,200) unless there are special circumstances brought to the EC (e.g., international, special accommodations), Liaison (\$1,200, reasonable travel costs).

Moved: Scott Bates

Seconded: Beth Schwartz

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

#### APA PROGRAM

There was a discussion of the hospitality suite and its utility given its costs. There was also a discussion of funding travel to the APA convention for the director of APA programming be put in line with votes 2014-01-17-04 through 2014-01-17-06.

#### **VOTE 2014-01-17-08**

Motion: I move that (a) the budget line for travel expenses for director of STP programming at the APA convention (McMinn in 2014) is changed to \$1,200 or reasonable expenses, and (b) the budget line listing "APA hospitality suite and social" be changed to "APA Social" at the amount of \$5,000.

Moved: Diane Finley

Seconded: Janie Wilson

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

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## MASTER SPEAKER LIST

There was a discussion of the purpose and function of the Master Teaching Speaking program and a suggestion to use the master teaching money, but not to have a list. This included a discussion of benchmarks for the speakers and a discussion of how to use the speakers over time.

A new program was born: Conference Speaker Grant Program. The new program would include gifted membership for speaker and provide small conference teaching talk with a \$1,200 travel grant to support the new program.

### **VOTE 2014-01-17-09**

Motion: I move that we abolish the Master Teaching Speaker Program.

Moved: Sue Frantz

Seconded: Susie Baker

Outcome: passed (6/0/4, Y/N/A)

**Task:** Suzie Baker to remove program from P&P Manual

**Task:** Janie Wilson will articulate a new program to take its place (Conference Speaker Grant Program).

## UPDATING THE POLICIES AND PROCEDURES (DAY 1)

There is a working policies and procedures (P&P) document that is included as a part of the agenda materials for the mid-winter meeting.

In the working document (attached as a part of the agenda book) include edits that were accumulated over the past 6 months. Discussion of how to make changes to the policies and procedures document.

There was a discussion of specific titles and a note that titles in P&P should align with bylaws (VP of Recognition and Awards, VP of Recruitment, Retention, and & Public Relations). Updates should occur.

There was a discussion of how to vote for the changes to the policies and procedures (each one, or as a whole). Changes to the bylaws P&P were made by EC members. One idea was to have EC members specific sections of the P&P manual whom specific sections. Another was to vote once to make all changes and allow additional motions to make additional modifications. There was a review of the bylaws to assess how to change the P&P manual. Specifically related to the timing of the voting to changes to the P&P manual. It was concluded that a vote would be taken during the

mid-winter meeting and that subsequent votes would approve additional changes.

**VOTE 2014-01-17-10**

Motion: I move to accept the changes to the Policies and Procedures Manual dated January 16, 2014.

Moved: Janie Wilson

Seconded: Sue Frantz

Outcome: passes (10/0/0, Y/N/A)

SATURDAY, JANUARY 18, 2014

## CALL TO ORDER

The meeting was called to order at 9:03:13.

Present: Eric Landrum (President), Victor Benassi (Past President), Suzie Baker (President Elect), Diane Finley (VP for Recruitment, Retention, & Public Relations), Sue Frantz, (VP for Resources), Susan Nolan (VP Diversity & International Relations), Beth Schwartz (VP Recognition & Awards), Janie Wilson (VP for Programming), David Kreiner (Treasurer), Scott Bates (Secretary), Ted Bosack (Executive Director).

## UPDATES FROM YESTERDAY

There was additional discussion of VOTE 2014-01-17-09. Given that STP already funds regional conferences, the new program would be more targeted to small teaching conferences. There was a discussion of placement of the program placement in the VP silo and it was decided that the program should remain under the VP Recognitions and Awards.

### **VOTE 2014-01-18-01**

Motion: I move that we establish a conference speaker grant program to fund a keynote speaker for small teaching conferences; the budget line is for 5 speakers (\$6,000, \$1,200/speaker) annually.

Moved: Janie Wilson

Seconded: Beth Schwartz

Outcome: Pass (10/0/0, Y/N/A)

## VICE PRESIDENT REPORTS

### VICE PRESIDENT FOR RESOURCES (SUE)

Report is included in the STP 2014 mid-winter meeting packet.

**TOPIX.** TOPIX is among STP's best resources, and one its most underutilized resources. Jeremy Houska from TOPIX is thinking about email marketing of TOPIX. Potentially this is a topic that would fall under the future discussions of a comprehensive STP communication strategy.

**Website.** The move to Wild Apricot was successful. VPs have authoring rights but changes to the webpage can be made via Jeff Stowell. Point of information regarding blogs: We can create as many blogs as we want. So GSTA could have a blog. ECPs could have a blog.

**Psychteacher listserv.** As per discussion yesterday, regarding moving from Kennesaw. L-Soft hosts listservs itself now and they may be able to take our archives. The other possibility: Wild Apricot has a forum function and Jeff doesn't think that it is searchable.

**Task:** Sue is looking into possibilities for transitioning the listserv from Kennesaw State U to another system.

**The Job Announcement Page on the STP webpage.** Currently, the job announcement board is built inside a forum. Right now it is members only. Members only can post. The idea is that we have a ton of people post job announcements to psych teacher but instead, we offer a job announcement board. Right now, membership is required for posting. The list would be maintained by a position.

There was a discussion regarding access. Should the service be members only for posting, or members only for reading, or mix-and-match? Members only to post and non-members to read?. Although access does provides a reason to join, the decisions was to allow members only to post, open access to view.

**Resources for teaching graduate students.** Email arrived to Sue Frantz and noted that STP has very little content in the context of teaching graduate students. Some OTRP stuff, some Project Syllabus stuff. So, a question: Do we need to start helping graduate faculty. Ideas:

1. An E-BOOK related to the topic.
2. The Instructional Research Awards (IRA) perhaps a call for grad-related grant proposals?
3. Discussion of Project Syllabus: tag or separate the grad from undergrad in the context of the topics.
4. GSTA could be involved in how to make this work.
5. The variability of the graduate course syllabi. They want not just the syllabi, but they want the activities mentioned.
6. Annotation to TOPIX. Tagging resources that would be useful for teaching graduate students.
7. Sue would like to put out a call for a graduate education teaching working group to go through all of STP resources and have them identify places where they were more graduate focused.

**Task:** Sue Frantz will pull together a small team to review resources, explore options (e.g., tagging, special web-sections), and report back.

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#### VICE PRESIDENT FOR RECRUITING, RETENTION, & PUBLIC RELATIONS (DIANE)

The VP for Recruiting, Retention, & Public Relations report is included in the STP 2014 mid-winter meeting packet. The VP of Recruiting, Retention, & Public Relations would like to change titles because of the level of spam. It would require a bylaw change.

**Task:** Diane will generate a proposal for a change.

**Early Career Psychologists.** ECP continues to amaze with what they get done. There are two new members on the members: Fleck and Triosi.

**Membership Committee.** Committee has been active. They did a lot of the preliminary work on the survey. Looking at the old survey and helping to create the new survey for updates. They continue to contact members who do not renew (reports from Ted and APA) and found that "people have changed interests." Nobody has said "no money." We haven't really had any negative feedback.

**Public relations Committee.** Committee has been active, there are two new members and a new chair. Past year big project was searching college and universities and sent an email asking for their participation. We will see how that project works. Question: Can we get data on the effectiveness? Answer: it is difficult to know how effective their strategies are.

**Task:** Diane will explore assessing effective strategies to drive membership.

**Social media liaisons** (FB, Twitter, Google+, LinkedIn). Diane noted that we need to put the liaisons on a rotation. We have 1,300 members on the Facebook page. GSTA also has a Facebook page. Jeremy is our tweeter. Google+ is pattering along. This discussion brought the conversation back to communication strategy. Question: what kinds of things are getting posted on twitter, google+ and FB? Are those the best channels for the content?

**GTSA.** CUNY-Graduate Center is the new post for the GTSA. Diane had a long talk with Maureen and Patty in December and they will be meeting soon. They will be electing chair and vice chair and other positions that they can apparition out. Susan Nolan will be the GSTA speaker at APA. They want a budget to attend STP related events and conferences. They want to build a resource center at CUNY-Graduate Center. There was a generally negative reaction to the idea of providing funding for physical books for GTSA—there was a suggestion that the budget for books to travel. Alternatively, a budget request should come to EC.

#### **VOTE 2014-01-18-02**

Motion: I move that the ECP and GSTA groups be budgeted \$5,000 each, annually.

Moved: Janie Wilson

Seconded: Susan Nolan

Outcome: passed (10/0/0, Y/N/A)

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#### **VICE PRESIDENT FOR DIVERSITY & INTERNATIONAL RELATIONS (SUSAN)**

VP for Diversity & International Relations is included in the STP 2014 mid-winter meeting packet.

**Diversity Committee.** There was a change of the chair on the diversity committee: from Peggy to John Chang. They have now had their second conference call and a third is scheduled. They continue to update the diversity resources (Susan Goldstein has been leading). The committee continues to work on more specific diversity-supporting language for inclusion in awards.

Another goal of the committee is to expand the resources available to teachers. There was a discussion of #3 (from the Old/Ongoing Business section of the report; Development of International Teaching Resources): "Development of International Teaching Resources: Susan Goldstein and Kelley Haynes-Mendez volunteered to work with the International Relations Committee (IRC) to update the International Teaching Resources. The IRC is collecting

resources for teaching in international psychology and more general issues in international psychology. IN PROGRESS". To address this, the committee is talking about both internationalizing the courses that exist and well as building resources for international instruction. They will be connecting with other divisions. In addition, there are liaisons for the webpage (div and international) to help identify these resources.

The committee is also working on #3 (providing Honorary memberships in order to infuse diversity into teaching). EC wanted committee to consider using "gift" rather than honorary.

**International Relations Committee.** The committee continues to work on its missions to expand and enhance international relations among teachers of psychology. Fliers requesting non-US syllabi for project syllabus have been distributed. Syllabi have been submitted but the current rubric is not flexible enough for many international syllabi. There was a discussion of how to go forward on ad-hoc committee and bylaws were reviewed. Project syllabus, international relations committee, and curriculum committee from div52 have come together to talk about the process. We were funded to begin the process in June 2013, update in June 2014.

**Statistical Literacy Task Force.** The Task Force completed the substantial revisions based on the helpful reviews from Ruth Ault and her OTRP team. Resubmitting by the end of January 2014. It is really close to being done.

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#### OFF-AGENDA COMMENTS

VP for Resources (Sue Frantz) brought an item to the table: Teaching ethics. Perhaps this is a topic to examine organization wide. How is it related to programming outcomes? Perhaps there should be a teaching ethics IRA? Or an ACT conference thread devoted to it? Or a mention at the e-conference? Consider next e-conference on teaching ethically. Or, include "Teaching Ethically" as a tag, or navigation indicator, or webpage. Perhaps teaching ethically could be a consistent blog topic. Programming to direct them some place: "ethics should be infused throughout the course." Do we have a statement anywhere on our webpage?

**Task:** Each VP thinks about how to communicate the sentiment across their silo and communicate back to EC.

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#### VICE PRESIDENT RECOGNITIONS AND AWARDS MID-WINTER REPORT (BETH SCHWARTZ)

The report from the VP of Recognitions and Awards is included in the STP 2014 mid-winter meeting packet (report submitted by Pam Ansburg, presented by Beth Schwartz). Most of the programs have been running very smoothly and have been awarding to great candidates. The programs are working.

Suggestion that VP consider posting a table that includes deadlines and a brief description for all grants and awards on the STP web site. This resource would provide visitors with a one-stop location to learn about these programs. Also consider putting the grant/award deadlines a month before they are due on the "upcoming events" spot on STP's home page.

Additional suggestion: we have different committees for each of the grants. Why not simplify

grants? Single deadline. Suggestion for January 1st.

**Task** (Beth Schwartz): Can we see a master list of all grant programs and deadlines to EC? Proceed as you like and make a suggestion as to what to do.

**Fellows.** There was a discussion of fellows and if the EC board is eligible. We would have to add the wording to allow members of EC committee to be nominated to fellow. Review of bylaws, review of the P&P.

**Task** (Beth Schwartz): will explore what our language is find out about the APA processes. APS has fellows. Explore how APA, APS, and so-called STP fellows works in order to potentially clarify bylaws and/or policies and procedures.

**SoTL grant.** Discussion of whether or not STP should continue the SoTL grant program. In 2011, the SoTL grant was approved for a 3-year trial period which ends with the current grant cycle. Once the 2014 SoTL grant awards are made, the VP of Recognitions and Awards will need to make a recommendation to the EC about continuing the program.

There was a decrease in the number of request and questions about the quality of the process. Numbers of applicants: 17 in 2012, 5 in 2013 more PR in 2014 round. What was requested: awarded 9643.63 (two awards). No outcomes in terms of pubs, presentations, final report. There is a reporting requirement.

**STP-Psi Chi Assessment Grant.** Should STP continue co-sponsoring the STP-Psi Chi Assessment Grant? Several of the STP representatives to that committee have raised concerns about the quality and number of applications. They strongly suggest major changes in the RFP and the decision-making process. The current chair (who represents Psi Chi) is charged with leading a discussion about these potential modifications. Psi Chi offers half of the funds.

**Task:** Beth will follow up with chair of Psi Chi grants committee. We will follow the recommendation.

**Teaching Awards Ceremony.** If the EC decides to move the location of STP's Social Hour from APA's annual meeting, then the Teaching Awards ceremony must also move. This change would require a change in the bylaws and in the P&P.

**Sage.** If the EC decides to decrease STP's programming and presence at APA's annual meeting, then the EC might ask SAGE to consider funding travel to the new location via the "SAGE Teaching Innovations & Professional Development Award" rather than to APA. The Sage award is targeted to APA. Sage re-evaluates it each year.

## DISCUSSIONS AND POSSIBLE ACTION ITEMS

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### MID YEAR REPORT VERSUS ANNUAL REPORT

There was a discussion about EC meetings: mid-winter and summer. Various alternatives were explored around the timing and nature of the reports and meetings. Ted noted that bylaws specify February for the e-books report.

### **VOTE 2014-01-18-03**

Motion: I move that the society's annual reports are due in December and interim action-item reports are due mid-calendar year; both dates to be date determined by the president.

Moved: Sue Frantz

Seconded: Beth Schwartz

Outcome: pass (10/0/0, Y/N/A)

According to the bylaws, the EC meetings are open. As a consequence, we need to be better about posting the agenda content. Next time, follow the rules. Make sure that we give the steps to get into the building. And those who attend need to pay their own expenses.

**Task:** Susie, Ted, Diane, Scott (will coordinate) - connect and review the bylaws for consistency. Do a track-changes copy so that it would show members how it would work.

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### BUDGET CONVERSATION

There was a discussion of the ToP / SAGE contract (10 years, started in 2012) and what would the budgetary consequences of a substantive re-negotiation. In that context, there were also discussions of the long-term goals of society/division and how the division would progress under the circumstances of a change to the SAGE contract. That is, how much money does STP need to keep? And store? Versus use as annual operating budget? Or to cover special events? The standard practice for non-profits is 1 to 1.5 times of operating in reserve. We have 2.5 times our annual operating in reserve.

**Task:** Ted/Eric will reach out to APA and/or professional financial consultants for a financial planning.

**Task:** Susan/IRC will offer speaker suggestions for ACT.

**Task:** Eric/Ted will note that budget matters are to be communicated with TOPEC (based on P&P). Review procedure and implement.

**Task:** All VPs are tasked with reviewing their budgets to better serve our members.

### **VOTE 2014-01-18-04**

Motion: I move that the budget dated January 18, 2014 (including a budgeted deficit of \$16,230) as presented to the EC be approved.

Moved: Victor Benassi

Seconded: Beth Schwartz

Outcome: Pass (10/0/0, Y/N/A)

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### RELATIONSHIPS TO OTHER ORGANIZATIONS

Scott started a discussion about how STP can work with other organization that have similar missions (e.g., PsiChi, CUR, PsiBeta). Basic plan: Liaisons are selected, termed, and a reporting structure is put in place.

**Task:** Scott will generate a document that would outline a plan for creating and sustaining relationships to other organizations.

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#### PRESIDENTIAL INITIATIVE: MAKING MEMBERSHIP MATTER

Eric noted that we have this annual debate about what we should "give away," and "why should I bother joining." On one hand number of members doesn't matter in the context of APA representation (though it does mean more programming hours). Eric would like to briefly discuss how we could convince new people to join. And should some of our benefits be restructured?

Sue Frantz offered a different perspective: how this is presented to people who are not members or member, "my \$25 buys me something." The flip side of that is "I am giving back to my profession" it is a \$25 donation to my profession. I am not doing this to get something, but to give something. My \$25 got me this. Discussion on the framing of the "what do I get for membership." Framed as a transaction (what do I get) or that membership is valuable (e.g., NPR, Sierra Club).

**Task:** Eric is going to craft the statement for how membership matters.

**Task:** Eric is going to post the question "why did you join" to the TOPEC.

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#### FOLLOW-UP DISCUSSION, PRESIDENT-ELECT THOUGHTS ON 2015 (SUZIE)

Thanks to everybody. It was great to listen to be given the opportunity to ask "uniformed questions." I will be depending on the support and wisdom of the EC. I appreciate the combined wisdom in this room. When I was asked to agree to run for president, I was very honored, and followed up "omg I can't do that." But everything that I have received from STP over the years is the reason that I am involved and will be involved. Because of the people that have given so much to me, as mentors, opportunities that I would not have had otherwise. People like Bill Buskist, Bill Hill, Jane Halonen, and Ted, and lots and lots of people who have made this organization what it is. All of these great ideas that we've been talking about how we can serve our members. I am involved because of what I have gotten from this organization. I am looking forward to this. To helping to promote the organization. And what the organization does to raise the visibility of teaching of psychology. This organization does some really important things to raise the visibility of teaching.

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#### INSTRUCTIONS FOR SUBMITTING TRAVEL RECEIPTS (DAVE)

The procedures for reimbursement were outlined and described.

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#### PRESIDENTIAL FINAL THOUGHTS THANK YOU (ERIC)