

Society for the Teaching of Psychology / Division 2 of the American Psychological Association

Minutes of the Executive Committee Fall Meeting

Washington, DC

August 7, 2014 (Approved October 16, 2014)

Thursday, August 7th, 2014

Call To Order, Welcome, and Introductions (Eric Landrum)

Call to order at 8:00am

Present: Eric Landrum, Suzie Baker, Scott Bates, Victor Benassi, Ted Bosack, , Diane Finley, Sue Frantz, David Kreiner, Susan Nolan, Beth Schwartz, Janie Wilson.

Announcements

VP for Recruiting, Retention, & Public Relations will be reordering swag. Luggage tags and lanyards were popular and will be reordered.

The STP Resources insert that was discussed at the mid-winter meeting will be going into the October issue of *Teaching of Psychology*.

Reports

Executive Director Report (Ted Bosack)

The full report of the executive director is included in the set of meeting documents.

Membership. STP membership is stable. The fee that APA charges has been raised because we've grown beyond their limit. There will be a few members added via APS (APS is slow to communicate when new STP members added). We are a larger organization this year than last.

Database Maintenance. There are two issues. First, we have a good number of people in our database who are no longer members; we do not have a policy about purging the list. APA used to purge every 2 years, APA now purges members every year. On Wild Apricot, the membership management is difficult. We need to have a policy in place to purge the database. That is, if you join in 2014 but do not renew in 2015 when do we take you out of the database? Ted Bosack's recommendation: STP should set a specific date for next year's renewals. Janie Wilson noted that perhaps 2014 members could have until first quarter of 2016 such that renewals are based on calendar year. This is the first year that non APA members would get renewal notices (via email if you had email, or by USPS).

Second, Ted Bosack noted that APA has multiple databases (members, pro-affiliates, affiliates who are non-members of APA). The key problem is about aligning the STP non-APA members in the APA members database.

Listserv. The psychteacher listserv had problems, we thought we had resolved it but new problems emerged: the listserv emails were being blocked and people were removed from the listserv. Bill Hill worked with IT staff at Kennesaw State University and a rewrite of the script

was completed in order to ensure that listserv traffic was not be blocked by some ISPs. Eric Landrum noted that STP might consider migration of psychteacher to Wild Apricot Forums. Sue Frantz countered that the forums inside of Wild Apricot were a late addition to their functionality and may not be ready for prime time.

[Treasurer's Report \(Dave Kreiner\)](#)

The full report of the treasurer is included in the set of meeting documents.

The treasurer's report is different than VP reports as there are final accounting (year end) data in the report. There is a positive development from the treasurer's perspective: STP has been getting closer to coming into alignment between budget and expenditures. While this year's income looks a little "strange" it is because STP is moving to close out separate accounts for conferences (specifically the conference formally known as Best Practices and the SPSP pre-conference) and moving those into the STP account. This process will continue (as per Janie Wilson). Thus, those transactions look like income from the last year.

One of our short-term investments (CD) has been moved to a long term investment (i.e., a CD matured and was deposited into a regular investment account).

Ted Bosack, Eric Landrum, and Suzie Baker met at a Starbucks™ and concluded, "STP has a lot of money and has had a lot of money." They further concluded, "STP needs to do something meaningful with it." Question put forward by Eric Landrum: How do other divisions invest their funds? During Suzie Baker's presidential year, STP will take some action to look at a good long term investment strategy. Options for exploration were suggested: (A) APA has established a listserv for the treasurers, (b) some divisions have used professional investment advisors. It may be worth a little bit of money to hire somebody who "knows what they are doing."

[Secretary's Report \(Scott Bates\)](#)

The full report of the Secretary is included in the set of meeting documents.

The secretary's report was brief: the minutes from the mid-winter meeting were presented for a motion.

VOTE 2014-08-07-01

Motion: I move to approve the mid-winter meeting minutes as provided by the secretary.

Moved: Diane Finley

Seconded: Beth Schwartz

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

[Vice President for Diversity & International Relations \(Susan Nolan\)](#)

The full report of the Vice President for Diversity & International Relations is included in the set of meeting documents.

ICOPE update. Susan Nolan noted that the ICOPE (International Conference on Psychology Education) was very valuable. There were STP members who helped to staff the STP table and people were flocking to the table. Some problems arose, however: there were ICOPE attendees from Bangladesh or Pakistan but who could not sign up as both the cost (\$25) and the requirements for the transactions (requirements for an American credit card) were barriers.

Eric Landrum noted that one of the themes of the membership survey was that STP was not very "International Friendly." Susan Nolan noted that there were many ways to make STP more accessible to teachers of psychology outside of the US, and noted that "people hadn't even heard of us, and these are our people."

Eric Landrum asked if there was yearly conference? Susan Nolan noted that there is ICOPE and the Vancouver conference on the teaching of psychology and that they alternated years. In addition, Ted Bosack offered that APS is doing a conference in Amsterdam and that there would be teaching-oriented programming. Janie Wilson wondered why STP was effectively uninvolved in the APS pre-conference in Amsterdam? Specifically, she wanted to know about involvement and co-sponsorship of the pre-teaching conference at the APS. There was a discussion about who to contact at APS to chat about the connection between APS and STP. The STP liaison to APS (Holmes) was identified as the key person to engage in the conversation.

Eric Landrum noted that STP could make an ongoing commitment to make sure that STP had presence at these events but wondered about scope: would sending one STP member enough? Or do we need to send more? Eric Landrum suggested that once per year we will send a person to an international conference and discussed budgeting "Something like \$3000 would provide a \$1000 sponsorship and \$2000 for travel expenses." Beth Schwartz suggested adding a good evaluation process to the funds. There was broad agreement on that point. Susan Nolan would talk to Martha about generating a specific proposal.

Susan Nolan reported that she was a part of a presentation on Project Syllabi and received good feedback about how to make it more internationalized.

Beth Schwartz noted that STP spent \$1200 co-sponsoring the closing dinner.

Susan Nolan noted that there is a perception that ToP only accepts American submissions and Ted Bosack suggested that we get more reviewers from outside of the US for the journal.

VOTE 2014-08-07-02

Motion: I move that a budget line of \$3500 is added to the VP of Diversity and International Relations budget for the next three years to support an STP presence at an international teaching of psychology conference.

Moved: Susan Nolan

Seconded: Janie Wilson

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

Vice President for Programming (Janie Wilson)

The full report of the Vice President for Programming is included in the set of meeting documents. Janie Wilson made some program-specific comments:

- The newly changed **Annual Conference on Teaching (ACT)**, which was formally Best Practices (BP) conference, is scheduled for October. The planning is going well.
- Jamie McMinn has done a wonderful job with the **APA convention** programming.
- Jeff Holmes has done a great job with **APS programming**.
- The **regional conferences** coordination is being transitioned to the new model.
- The **G. Stanley Hall & Harry Kirk Wolfe Lecture** committee will be lead by Scott Bates and will be adding new members. We will be working on how to make a decision about who gets a speaker and working on generating more nominations from the STP membership.
- The **SPSP teaching pre-conference** will be taken over by Seth Wagerman.
- Regarding the **writing workshops**, STP leadership would be getting some assessment data on its effectiveness. David Kreiner noted that we have approved the budget through 2016 for the writing workshops.

There was a discussion about the **National Institute for the Teaching of Psychology (NITOP)** and its relationship with STP. Eric Landrum noted that his impression was that the relationship was going to lapse and that NITOP staff knew that we are not renewing the agreement. Janie Wilson will send a letter to NITOP describing the change or relationship. Ted Bosack noted that if we are still doing the pre-workshop, then perhaps a table at the conference would be justified.

Regarding the **e-conference**: there were 18 registrants, which was not an atypical year. Janie Wilson noted that she was a presenter and that the conference has been struggling (i.e., falling attendance) for years. She suggested that it was time to stop the e-conference program. That it was not serving many people, and that it was “high-effort.”

Sue Frantz noted “we have plenty of programming at other conferences. Could we facilitate live broadcasting of conferences? That would help with international participation. We are not closing the door on this sort of thing.”

VOTE 2014-08-07-03

Motion: I move that we abolish the e-conference.

Moved: Janie Wilson

Seconded: Beth Schwartz

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

VOTE 2014-08-07-04

Motion: I move that all accessible archives from the e-conference be made available to STP members.

Moved: Janie Wilson

Seconded: Sue Frantz

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

There was a discussion about what “accessible” means and what “available” means (e.g., to whom? (Members only?) for how long? In what format? Will presenters need to consent?). VP for Resources will work with VP of Programming to implement.

[Vice President for Recognitions & Awards \(Beth Schwartz\)](#)

The full report of the Vice President for Recognitions & Awards is included in the set of meeting documents.

Awards will be presented later today (8/7/14). One award will not be given based on feedback from the committee. There was some follow-up about how to have people put together applications for the awards.

Some new members have been assigned to various committees.

We are looking for a STP member to serve on the STP-PSI CHI Assessment Grant Committee. An opening for the position will be posted to the “Get Involved!” section of the STP website.

Ted Bosack noted that STP needs an effective workflow to make changes to the committee on the webpage. Either the executive director needs to track committee members, or the webpages should be updated by VPs. All names should have dates of service next to them.

Ted Bosack also noted that committee chairs are putting in a lot of time and asked that Vice Presidents should be thinking ahead about people who are star-performers in committees (or even strong people on committees) and ask: “What do you want to do next?” In short, we need a plethora of amazing candidates.

Vice President for Recruiting, Retention, & Public Relations (Diane Finley)

The full report of the Vice President for Recognitions & Awards is included in the set of meeting documents.

STP has a new Graduate Student Teaching Association (GTSA) and they are fabulous. STP has really hit the jackpot. Hopefully we they will take it for the second round. We need to start priming the pump for the GSTA. They have the Facebook page going, they are writing a blog every month. They have the CUNY subway summit, pedagogy day, et cetera. They are really trying to publicize the association.

We completed the membership survey and will be putting the new insert into ToP in the October issue.

Diane Finley raised a question: do we still need to have a public relations committee? It is difficult to have them to do stuff. When it was time to put new members on the committee, we added them (two applied). Having two committees is a hold over. The PR and the membership committee have a lot of overlap. The membership committee is really doing a lot of the PR activities that would generally go to the PR committee by definition.

Eric Landrum asked if this change would this require a bylaw change? The answer: yes. Diane noted that if you look at the definition of the committee in the bylaws, there really isn't a differential purpose. There is duplication. Eric Landrum noted that this would require striking Article 5 section 4 of the bylaws. Victor Benassi cautioned that we take care that we not create unintended consequences by striking that article That is: Before he was in favor in deleting an entity we need to put some thought into some potential implications.

There was also a discussion of the nature of a social media standing committee given the breadth and diversity of social media opportunities. Scott Bates mentioned the conversation from the mid-winter meeting wherein the value of an STP communications plan was discussed.

Vice President for Resources (Sue Frantz)

The full report of the Vice President for Resources is included in the set of meeting documents.

Sue Frantz had some brief notes:

- We have resources and people are using them.
- The mentoring program is moving along very nicely.
- E-Excellence essays are coming out.
- During the mid-winter meeting, we had talked about how to make our resources friendlier, so Bonnie Green (under OTRP) is going to be saving STP content in delicio.us. We are going to try that to see if it provides a more accessible organization.

Regarding STP's website, two items were discussed:

1. Wild Apricot (the software platform that hosts STP's website) was updated.
2. Jeff Stowell's term is up at the end of 2015. He is not opposed to doing another term as with the move to Wild Apricot his job has been easier. However, he is not eligible for another term. It is a specialized set of skills. There was a discussion of how a new internet editor would be selected. Eric Landrum implored that we should either follow our rules, or we should change our rules.

Discussions and Possible Action Items

Bylaws change, particularly the Fellows section (Beth Schwartz)

Beth Schwartz led a discussion regarding bylaws Article 5 section 5 (currently as edited—currently Article 5 section 4). The key issues are related to:

- People who are already a fellow of another division (“Fellow of Division X” versus “APA Fellow”). APA makes no such distinction: you are a Fellow of APA or you are not, division specification is not necessary.
- There were members of STP (fellows) and they wanted to be fellows of APS. They were approved en masse by APS. There is no ongoing procedure.

There was a discussion about the need for this passage as bylaws, versus Policies & Procedures manual.

Eric Landrum recommended to strike: “The past Chair will ordinarily serve an additional two-year term in an Ex Officio capacity as liaison to the Association for Psychological Science (APS) and other divisions in APA,” and add a comment to provide context. (no vote is necessary as by-laws changes are reviewed by STP Executive Committee and put forward to membership for a vote).

SoTL Consultancy Service Proposal (Janie Wilson)

The proposal from the working group, titled “12 SoTL Consultancy Working Group Report APA 2014.docx” was discussed. It is included in the meeting materials.

Janie Wilson had a few minor issues. Specifically, she was not sure how mentors are going to be picked. Who applies? How are they selected?

Victor Benassi was unclear in this context what SOTL meant. There was a discussion of a Gurung paper where a majority of respondents do not know what SOTL means. Janie Wilson responded that a solid understanding and presentation of SOTL would be incorporated.

Victor Benassi also noted that there was no assessment plan included in the proposal. Janie Wilson agreed and thought that it was a weakness.

There was a discussion about the STP membership status of mentors. Susan Nolan thought that people should have to be a member to apply. Janie Wilson didn’t think that somebody needed to have past membership experience in order to be involved.

Suzie Baker wondered where this program should “live” in the STP organizational chart.

These comments and other feedback would be incorporated and redistributed for review.

Fund for Excellence (Eric Landrum)

There was a follow-up conversation from the mid-winter meeting regarding the Fund for Excellence. There is not a report this time. We have not been getting a lot of feedback from the Fund for Excellence committee. The committee has apparently stopped fundraising. The committee needs to be reconstituted.

Eric Landrum noted that he would follow-up and get a formal response from the chair (Randy Smith), specifically about fundraising and the Fund for Excellence’s commitment to continue growing the fund.

[STP Database: Policies and Procedures \(Ted Bosack\)](#)

There was follow-up discussion from the earlier conversation about the STP Membership Database that was presented during the Executive Director's report. The two key variables were the number of months in "expiration" before removal and the "starting point" of the expiration. Between 12 and 24 months was discussed, the approximate mid-point was decided upon as it would provide sufficient time to be expired but not so much time as to be an active decision to leave STP. Expiration was identified as the start point for the sake of simplicity. Thus, a conclusion was reached and a motion was called.

VOTE 2014-08-07-05

Motion: I move that non-renewing STP members be removed from the STP membership database 15 months after their membership expires.

Moved: Diane Finley

Seconded: Suzie Baker

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

[PSYCHTEACHER listserv \(Ted Bosack\)](#)

There was follow-up discussion from the earlier conversation about the PSYCHTEACHER Listserv that was presented during the Executive Director's report.

Ted Bosack reported that he discussed the problem of people being removed from the list, without notice or action on their part, with Bill Hill. Some of the scripting issues were discussed. Continuing the listserv at Kennesaw State University was also discussed. Bill Hill was concerned about moving to LSOF T directly for costs, and in that there may be loss of archives.

Concern was raised that an important resource for STP members was housed at a different university, and that the listserv control had been moved at Kennesaw State University from one unit to another unit. In effect, Kennesaw State University may or may not be as interested in maintaining the listserv in the future (what is in it for KSU? It is sort of unknown.)

Ted Bosack will contact LSOF T and explore options. Ted will explore Wild Apricot, and APA services, as alternatives. Bill Hill will chat with Kennesaw State University about their long term strategy.

[Archivist Report \(Bill's report\)](#)

The report from the STP's Archivist (Bill Hill), titled "'02 STP Archiving June 2014 Report.docx'" was discussed. It is included in the meeting materials.

The Executive Committee was encouraged by the progress that has been made on the project. Specifically, archiving TOPEC materials is nearly complete. Bill has also emailed previous officers and generated materials have also been included in STP Archive (but to date have not been indexed in a database).

[STP-APS Translation Project with Doug Bernstein](#)

The issue of a join STP-APA Translation Project with Doug Bernstein was discussed. There are emails in a document titled "13 Doug Bernstein translation project (Emails).docx". It is included in the meeting materials.

Susan Nolan noted that she is in favor of things being translated—that it provides another avenue to support the diversity of our current membership and the diversity of our future membership, which will be intentionally grown via the activities of the VP for Diversity & International Relations.

David Kreiner wondered how we support this effort and how we know if we are devoting enough resources to pull this off. The other reservation that he had was there wasn't any indication of who was to do the translation. He concluded, "It is a good idea, but there ought to be a long term plan to make it happen."

Sue Frantz was "satisfied with Doug's response," but presented a few other issues: which articles are being translated? Why French as a primary target language? She agreed with David Kreiner that there should have a long-term plan in place.

Several members of the executive committee requested a formal proposal, with details. Victor Benassi noted that content besides syllabi should be translated. What about other STP resources, such as e-books? Ted Bosack noted the need to consult with APA legal on the topic of permission. There was a discussion of the budget. Eric Landrum noted that APS is providing partial funding.

There was a discussion of the use of the translated to documents and Susan Nolan suggested that the workgroup on internationalization could be used to develop a strategy for use of the materials.

Eric Landrum will contact Doug Bernstein and note that the STP executive committee is "favorable" but that more details are required. Can we post? What is the budget? Can we see a full proposal?

[Other business](#)

President-Elect Suzie Baker's 2015 STP Presidential Vision

President-elect Baker indicated that she did not have formal remarks but was very much looking forward to the coming year. She indicated that she has some ideas for potential initiatives and that they are at the talking/thinking stage at this point.

She appreciates the input and support of this Executive Committee and said that if anybody has thoughts and feelings that you think should be put on the agenda, to let her know.

Update from Robin Hailstorks, APA Education Directorate

Robin Hailstorks did not attend.

Review the plan for the business meeting

Eric Landrum reviewed the plan for the business meeting minutes.

Adjournment

The meeting was adjourned at 10:58am.