

SOCIETY FOR THE TEACHING OF PSYCHOLOGY (APA DIVISION TWO)

EXECUTIVE COMMITTEE TELECONFERENCE

OCTOBER 19, 2015

AGENDA

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SOCIETY FOR THE TEACHING OF PSYCHOLOGY (APA DIVISION TWO)

MINUTES OF THE 2015 EXECUTIVE COMMITTEE MEETING

OCTOBER 19, 2015

TELECONFERENCE

Draft November 29, 2015

Members of the STP Executive Committee		Present
President	Suzie Baker	Yes
President-Elect	Janie Wilson	Yes
Past President	Eric Landrum	Yes
Vice President for Diversity and International Relations	Susan Nolan	No
Vice President for Programming	Aaron Richmond	Yes
Vice President for Recognitions and Awards	Beth Schwartz	Yes
Vice President for Membership	Diane Finley	Yes
Vice President for Resources	Sue Frantz	No
Secretary	Tom Pusateri	Yes
Treasurer	Dave Kreiner	Yes
Executive Director	Ted Bosack	Yes

Call to Order, Welcome, and Introductions

President Baker called the meeting to order at 12:01 PM Eastern Daylight Saving Time.

Approval of Minutes

****VOTE 2015-10-19-01****

Motion: I move to approve the minutes of the August, 2015 Executive Committee Meeting and the minutes of the August, 2015 STP Business Meeting.

Moved: Dave Kreiner

Second: Eric Landrum

Outcome: PASS (8/0/0, Y/N/A)

Report from Annual Conference on Teaching

President Baker reported that the Annual Conference on Teaching was a success and the hotel venue was well-received. Baker thanked Natalie Kerr Lawrence for coordinating the conference.

Representation of Division 2 (STP) Officers at Future APA Meetings

The ACT/APA Subcommittee recommended that STP's leadership should be well-represented at future APA conventions. Treasurer Kreiner noted that APA conventions are often held at expensive venues, which may require adjustments in future budgets to allow reasonable expenses for travel and accommodations.

****VOTE 2015-10-19-02****

Motion: I move that we (the Executive Committee of STP) fund up to four people in leadership positions as invited by the President to attend the APA convention and interact with members, with a total travel budget of \$1500 per person or reasonable expenses.

Moved: Janie Wilson

Second: Dave Kreiner

Outcome: PASS (8/0/0, Y/N/A)

During the teleconference, President Baker indicated that STP will maintain the social hour so that members will have the opportunity to interact with STP leadership. Baker also suggested that the Past President may have more responsibility during the convention, and that STP should encourage more involvement from members of the Early Career Psychologists Committee and Graduate Student Teacher Association who plan to attend the convention. The main program on the first day could include a 1-hour panel of the presidents with a title that focuses on improving teaching followed by a 1-hour Q&A session and a social hour. STP could also include a Division Two poster at the poster session. Vice President Finley suggested that the presidents could split responsibilities to attend meetings of APA groups (e.g., APAGS, the International Committee) and that we should request that APAGS appoint the GSTA Assistant Chair to be the representative to APAGS. Executive Director Bosack will explore the cost of renting a booth in the exhibit hall. Vice President Schwartz suggested that we provide clarity of expectations for those we select to attend the APA convention as STP's representatives.

President-elect Wilson's proposed task force

President-elect Wilson plans to develop a task force on sharing psychological expertise with the community and will seek ideas and potential members of the task force via STP's listserv.

Investment Policy Statement

Treasurer Kreiner, President Baker, and Executive Director Bosack discussed their draft of an Investment Policy Statement, a formal statement of philosophy on our investment allocations. Kreiner contacted APA's Office of General Counsel who referred him to an outside counsel, Mr. David Sherman, who advised Kreiner that each member of STP's leadership should treat fiduciary responsibilities to its members similarly to managing their own personal funds. Kreiner also indicated that STP increased its budget by reasonably large amounts over the last few years and we need to consider whether the income we anticipate from investments will continue to support initiatives in the future.

Early Career Psychologists

Vice President Finley announced that the Early Career Psychologists Committee has decided to discontinue the practice of appointing regional representatives.

Adjourn

The meeting was adjourned at 1:00 PM.

ELECTRONIC DISCUSSION ITEMS (AUGUST 25, 2015 THROUGH OCTOBER 2015)

This is a record of substantive discussion items archived on the STP Executive Committee listserv (stpexec@googlegroups.com). Each discussion item is identified by the Subject line(s) and Date(s) of discussion, and the discussion items are organized by the officer whose responsibilities are most related to the discussion. STP Executive Committee members have access to the archives to review the full discussion on any item.

- **President**

Subject: Next steps/voting

Date: August 25, 2015 (4 posts)

President Baker provided a process for future electronic discussions and scheduling votes via teleconference.

- The President will bring up an issue for discussion on the Executive Committee listserv and allow for a period of discussion online.
- If the issue requires a vote, a member of the EC will present a motion.
- If the motion receives a second, the Secretary will schedule teleconference to conduct a vote.
- The EC may discuss and vote on several issues during one teleconference.
- EC members will have time for further discussion during the teleconference before a vote.
- Only Executive Committee members who participate in the meeting can vote on the motion.

Subject: Upcoming STP issues

Date: August 28, 2015 (1 post)

President Baker indicated the following list of issues for future Executive Committee discussions.

- President: Response to Hoffmann Report; Task force report on teaching resources for preparing students for pre-health careers
- VP for Resources: *Teaching of Psychology*: Possible organizational changes
- VP for Programming: ACT/APA Subcommittee report
- VP for Membership: Social Media Committee report
- VP for Diversity and International Relations: CIRP liaison funding issues; Translation Memorandum of Understanding
- Secretary: Approve the minutes from the August EC meeting; Future of the newsletter
- Treasurer: Investment Policy Statement
- Executive Director: Archivist position; Potential leadership development program

- **VP for Resources**

Subject: ToP

Dates: October 15-16 (9 posts)

Vice President Frantz announced that the Editor of *Teaching of Psychology*, Drew Christopher, will convene a working group to recommend changes to the organization contents of the journal.

- **VP for Programming**

Subject: Agenda item: APA 2016 convention-related decisions

Dates: September 23 – October 5, 2015 (70 posts)

This is the electronic discussion that preceded the motion for VOTE 2015-10-01-01.

Subject: ACT Meeting Time; ACT Conference Time: Discussion of IPS

Dates: October 22-26, 2015 (25 posts); October 27-28, 2015 (11 posts); November 2 (1 post)

Because the Executive Committee plans to schedule its Fall meeting to coincide with the Annual Conference of Teaching, After polling members for their preferences, Vice President Richmond announced that the dates for the next ACT would be October 21-22, 2016.

- **VP for Programming and VP for Diversity and International Relations**

Subject: Director of STP Programming at International Conferences

Dates: October 14-15, 2015 (9 posts)

Vice Presidents Richmond and Nolan announced that Dana Dunn accepted an appointment as Director for STP Programming at International Conferences.

- **VP for Membership**

Subjects: Agenda item: GSTA host institution ad; GSTA Terms

Dates: September 18-23, 2015 (23 posts); October 25 (1 post)

Vice President Finley announced that Dr. Patricia Brooks, Faculty Advisor for the Graduate Students Teacher Association at City University of New York accepted an invitation to renew CUNY's commitment to serve as GSTA's host institution for a second term (2017-2019).

- **Treasurer and Executive Director**

Subject: ED's STP Checking Account

Dates: October 20, 2015(7 authors)

Executive Director Bosack announced that he would be moving the checking account that he uses to deposit checks for dues and registrations to Citizens Bank in order to avoid future monthly charges for maintaining the current account at Bank of America. The Executive Director and Treasurer will be designated as co-signers for the account.

- **Executive Director**

Subject: Convention Booth

Dates: October 23-26 (4 posts)

Executive Director Bosack reported that costs for a booth at the exhibit hall were high (\$5000 to \$5500) and that APA requires all booths to be staffed during operating hours.

==== end of report

**Business Meeting Minutes
Society for the Teaching of Psychology
August 6, 2015
Toronto, Ontario, Canada**

Draft Updated August 24, 2015 (Bosack, Kreiner, Nolan, Wilson, Richmond)

I. Welcome and call to order

President Suzie Baker called the meeting to order at 3:07 PM

II. Acknowledgment of Service

President Baker thanked Jamie McMinn, Director of the STP Program at APA for his hard work on this year's program.

President Baker acknowledged the service of Past President, Eric Landrum, and Vice President for Membership, Diane Finley, whose terms on the Executive Committee will end on December 31, 2015.

III. Presidential Citation

President Baker presented a Presidential Citation to STP Executive Director, Ted Bosack, for his extensive contributions to STP.

IV. Reports

All reports are available in the Members Only area of the STP website.

a. Vice President for Resources (Sue Frantz)

Vice President Sue Frantz announced that Jeff Stowell will be ending his term as Internet Editor on December 31, 2016 and will be succeeded by Jon Westfall, whose term will begin on January 1, 2016.

Amy Hunter will begin service as the Associate Director for Project Syllabus.

There soon will be a call for a co-editor for the "This is How I Teach" blog.

Frantz announced an ongoing tagging project for all of the content in the Resources section of the STP Web site, which she estimates will be completed in the next 1 ½ years.

Frantz encouraged members to get more involved in STP by seeking opportunities available at the “Get Involved” section of the STP Website, STP’s Facebook page, the STP Newsletter, ToPNEWS-Online, and the PsychTeacher listserv.

b. Vice President for Programming (Aaron Richmond)

Vice President Richmond announced that the Executive Committee approved a new position, Director for International Programming, for a trial period of 3 years, with a call for candidates to be announced soon.

Richmond announced the creation of a listserv for coordinators of teaching of psychology conferences to share ideas and resources to help with planning of their conferences.

Jamie McMinn agreed to serve a second term as Director of the STP Program at APA.

Lauren Brewer has been appointed to the position of Coordinator of STP Programming at SPSP.

c. Vice President for Diversity and International Relations (Susan Nolan)

Executive Director Ted Bosack reported that Vice President Nolan attended the Teaching Institute at the International Convention of Psychological Science in Amsterdam. While at the conference, Nolan recruited 55 new members from 15 foreign countries.

d. Secretary (Tom Pusateri)

Secretary Pusateri announced that minutes from the Executive Committee and Business Meetings will be available online at the Members Only section of the STP Website.

e. Treasurer (David Kreiner)

Treasurer Kreiner reported that STP is in good financial condition, with \$880,000 assets, and \$360,000 in the Fund for Excellence. The full budget is available for review in the Executive Committee’s Agenda Book, which is available on the STP Website in the Members Only section.

Kreiner announced that a subcommittee is developing an investment policy statement.

f. Executive Director (Ted Bosack)

Executive Director Bosack indicated that membership has been growing regularly and is currently at approximately 4000 members. A majority of our members are Affiliates, not Members of APA.

V. Announcement of 2016 Executive Committee and Business Meeting sites

President Baker announced that the 2016 Executive Committee and Business Meetings will occur at STP's Annual Conference on Teaching, which is scheduled for October 2016 in the Atlanta area. The purpose of moving the venue of the meeting is to allow for greater outreach to all members of STP and to expand the meeting time for the Executive Committee.

VI. Passing of the gavel

President Baker passed the gavel to President-Elect Wilson, whose term will begin on January 1, 2016.

VII. President-elect Janie Wilson's plans for 2016

President-Elect Wilson announced that she will form a task force on strategies for sharing psychological expertise with our communities that would encourage community members to improve their practices based on this expertise.

VIII. Adjourn

The meeting was adjourned 3:27 PM