

SOCIETY FOR THE TEACHING OF PSYCHOLOGY (APA DIVISION TWO)
MINUTES OF THE EXECUTIVE COMMITTEE TELECONFERENCE

April 25, 2016

Approved May 23, 2016

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

1. Call to Order

President Wilson called the meeting to order at 12:00 PM Eastern Daylight Saving Time.

2. Vote on Minutes

President Wilson asked for corrections to the minutes distributed by Secretary Pusateri. The Executive Committee approved the minutes as distributed.

3. Support for the Graduate Student Teacher Association

The Executive Committee agreed to postpone Vote 2016-03-28-01 to the June teleconference so that Vice President Komarraju and President Wilson can meet with GSTA Faculty Advisor, Patty Brooks, at the May 2016 APS Convention. Refer to Item 3 in the minutes from the March 28, 2016 teleconference.

4. International Affiliates

Relevant Electronic Discussion

Subject: international members opportunity

Dates: April 1-2, 2016 (16 posts)

Vice President Nolan suggested offering a free one-year STP membership to new international affiliates recruited during the 2016 International Congress of Psychology in Japan. Executive Director Bosack suggested tracking the retention of those who join through this recruiting effort.

**** VOTE 2016-04-25-01 ****

Motion: I move to offer free one-year STP memberships to interested new international members who sign up as new APA International Affiliates at the 2016 International Conference of Psychology in Japan through APA's Office of International Affairs.

Moved: Susan Nolan

Second: Sue Frantz

Outcome: **PASS** (9/0/0 Y/N/A)

5. Funding for Ad Hoc Committee on the Departmental Consulting Service

Relevant Electronic Discussion

Subject: Fwd: Task Force; Ad Hoc Committee on Departmental Consulting Service

Dates: April 11, 2016 (1 post); April 13 (14 posts)

President Wilson announced that Noland White agreed to chair the ad hoc committee to enhance the Departmental Consulting Service. White suggested that a meeting of consultants coincide with the Annual Conference on Teaching.

President Wilson estimated that 10 to 12 consultants would attend this meeting. Executive Director Bosack suggested including registration fees for the ACT as part of the funding for travel. President Wilson inquired as to whether the STP Executive Committee should also include registration fees in its travel to attend the Executive Committee meetings during ACT. Executive Director Bosack suggested tracking hotel room reservations that are funded from the STP budget so that Director can consider the information when negotiating future contracts with hotels.

Action Item 28: Treasurer Kreiner will consult with Natalie Kerr, ACT Director, to provide accurate accounting of conference attendance and hotel registrations for attendees whose registrations are funded through the STP budget.

Vice President Richmond inquired about how the efficacy of this meeting would be assessed. Wilson will ask Noland White, Director of the Departmental Consulting Service, to prepare a report of the meeting.

**** VOTE 2016-04-25-02 ****

Motion: I move that \$12,000 be allocated to the ad hoc committee on the Departmental Consulting Service to support travel of participants to attend a retreat at the Annual Conference on Teaching, October 2016 and that the Director of the Departmental Consulting Service be tasked with submitting a report on the meeting to the Executive Committee by December 31, 2016.

Moved: Sue Frantz

Second: Ken Keith

Outcome: **PASS** (9/0/0 Y/N/A)

6. Policies and Procedures Manual

Relevant Electronic Discussion

Subject: P & P Manual

Dates: April 13-21, 2016

President Wilson shared the most recent updates to the Policies and Procedures Manual for review and approval at the next Executive Committee teleconference.

**** VOTE 2016-04-25-03 ****

Motion: I move that the Executive Committee approve the revisions to the Policies and Procedures Manual.

Moved: Ken Keith

Second: Aaron Richmond

Outcome: **PASS** (9/0/0 Y/N/A)

Action Item 29: Secretary Pusateri will post the revised Policies and Procedures Manual on the STP website, and President Wilson will announce the revisions on the TOPEC listserv.

7. Funding for TOPSS Summit

Relevant Electronic Discussion

Subjects: Please provide input before phone meeting tomorrow; TOPSS summit info

Dates: April 24-25, 2016; April 25, 2016

President Keith encouraged the Executive Committee to consider supporting the APA Summit on High School Psychology Education that will benefit the teaching of psychology in secondary schools similarly to way the St. Mary's and Puget Sound conference benefitted teaching at the post-secondary level. President Wilson shared a draft budget for the Summit that she obtained from the TOPSS Executive Committee, which includes a \$10,000 donation from The David and Carol Myers Foundation. The consensus of the Executive Committee was to provide a minimum of \$10,000 from the 2017 STP Budget and to encourage TOPSS to request additional financial needs that STP might support if the budget will allow.

**** VOTE 2016-04-25-04 ****

Motion: I move to provide \$10,000 support from the 2017 STP Budget for the APA Summit on High School Psychology Education.

Moved: Tom Pusateri

Second: Susan Nolan

Outcome: **PASS** (8/0/1 Y/N/A)

Action Item 30: President Wilson will contact the TOPSS Executive Committee to inform them that we will provide \$10,000 support for the APA Summit on High School Psychology Education.

Action Item 31: Executive Director Bosack will publish news of our support for APA Summit on High School Psychology Education.

8. Chair of the Membership Communication Committee

Vice President Komarraju expressed concern that there are currently no applicants to serve as Chair of the Membership Communication Committee.

Action Item #32: Vice President Komarraju will extend the deadline for applications to chair the Membership Communication Committee from May 1 to June 1, will contact coordinators of STP's social media outlets to encourage them to apply for the position, and will prepare announcements of the extended deadline for distribution via the PsychTeacher and TOPEC listservs and the May 2016 issue of TOPNEWS-Online.

Executive Director Bosack reported that there have been a large number of subscribers to the TOPNEWS-Online listserv after distribution of the April 2016 issue, which is when we announced our decision to incorporate the STP Newsletter into TOPNEWS-Online.

9. First Biannual Executive Committee Meeting in 2017

The consensus of the Executive Committee was to schedule its first biannual meeting for April 13-16, 2017.

10. May 2016 Teleconference

The next Executive Committee teleconference is currently scheduled for May 24 at noon to 1:00 PM Eastern Daylight Saving Time, but several members indicated that they would be unable to participate.

Action Item #33: Secretary Pusateri will poll Executive Committee members to reschedule the May 2016 teleconference.

11. Adjourn

President Wilson adjourned the meeting at 12:58 PM Eastern Daylight Saving Time.

Summary of substantive electronic discussions prior to the meeting

Executive Director

Subject: Fwd: [DIVOFFICERS] APA Monitor Redesign: Request

Dates: April 6-7, 2016

Executive Director Bosack shared information about an upcoming redesign of the *APA Monitor* and suggested that the Executive Committee consider submitting news items that showcase Division 2 initiatives. President Wilson inquired about agenda items that would be relevant for the Division 2 liaison and other opportunities for the liaison to attend other meetings and network with others who attend the Consolidated Meetings. Vice President Frantz shared a list of groups that meet during the Consolidate Meetings that may be most relevant for the liaison.

President

Subject: BEA; Update on BEA meeting in November

Dates: April 1-2, 2016 (13 posts); April 7, 2016 (12 posts)

Vice President Frantz encouraged the Executive Committee to send a liaison from STP to future meetings of the Board of Educational Affairs during APA's Consolidated Meetings. Treasurer Kreiner suggested revising the STP budget to include a budget line for travel by the BEA liaison (which has, in the past, been listed under the President's travel budget). Secretary Pusateri indicated that the current Policies and Procedures Manual identifies the BEA liaison as the President, President-Elect or designee.

Secretary

Subject: New! Improved! Action Items (now with the power of VOTES!!!)

Dates: March 30, 2016 (1 post)

Secretary Pusateri has added votes to the list of action items he maintains. Pusateri will periodically request that Executive Committee members provide status reports on the progress of action items and actionable votes (e.g., Open, In progress, Completed, or Canceled).

Subject: Newsletter Transition

Dates: April 11, 2016 (4 posts)

Executive Director Bosack announced that the new newsletter format (incorporating the Society's newsletter into TOPNEWS-Online) occurred with the April 2016 issue.

Treasurer

Subject: good news about ToP

Dates: March 30- , 2016 (30 posts)

Treasurer Kreiner notified the Executive Committee that STP received an annual royalty check of \$162,000 from Sage for *Teaching of Psychology*, \$2,000 of which came from Permissions. Sage guarantees a minimum of \$145,000. Executive Committee members provided some suggestions for using the additional funds for grants, awards, or other member benefits.

Vice President for Diversity and International Relations

Subject: Memorandum of Agreement

Dates: April 11, 2016 (1 post)

President Wilson distributed a signed copy of the Memorandum of Agreement between STP and Ecole de Psychologues Praticiens and thanked Suzie Baker and Susan Nolan for their past work that led to this agreement.

Subject: Fwd: Chapters/Sections

Date: April 15, 2016 (1 post)

Executive Director Bosack shared information from APA's Division Services Office that summarizes the rules for creating division chapters or section that would pertain if we were interested in developing international chapters of Division 2.

Vice President for Membership

Subject: Division gathering at APA

Dates: April 7-8, 2016 (8 posts)

Executive Committee members discussed sending a representative to attending a meeting of division officers at the APA Convention to explore opportunities for increasing member involvement in the division.

Vice President for Programming

Subject: D2 Members at APA; STP Members at 2015 Convention

Dates: March 30, 2016 (2 posts); April 20, 2016 (5 posts)

Executive Director Bosack contacted APA's Division Services Office and received the names of 268 Division 2 members who attended the 2015 APA Convention so that we might track continued attendance at the 2016 Convention and seek the members' opinions on the upcoming changes in Division 2 programming at the APA Convention (e.g., the move of some Division 2 programming to the Annual Conference on Teaching). Vice President Richmond requested obtaining numbers from the last 2-3 years of conventions.

Vice President for Resources

Subject: STP groups?

Dates: April 1, 2016 (2 posts)

Vice President Sue Frantz suggested that the possibility of developing member-generated topical groups/listservs similar to those available at the Society for the Teaching of Family Medicine (<http://www.stfm.org/Groups>).

Respectfully submitted,
Thomas P. Pusateri