

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

December 8, 2016

Approved January 13, 2017

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	Amy Fineburg	Yes
Vice President for Resources	Sue Frantz	Yes
Secretary	Tom Pusateri	Yes
Treasurer	Dave Kreiner	Yes
Executive Director	Ted Bosack	Yes
GUEST	Jeffrey Stowell	Yes

1. Call to order

President Wilson called the meeting to order at 12:01 PM Eastern Standard Time.

2. Vote on minutes of Executive Committee and Business Meetings

President Wilson asked for corrections to the minutes from the October Executive Committee Meeting and Business Meeting distributed by Secretary Pusateri. The Executive Committee approved both sets of minutes as distributed.

3. Travel stipends for speakers

Relevant Electronic Discussion

Subject(s): NITOP Travel (21 posts)

Date(s): October 25-26, 2016

Vice President Richmond reported that Bill Altman, Coordinator of STP Programming at NITOP, expressed concerns about the requirement that the STP speaker at NITOP must deliver presentations on two separate days to obtain \$1500 in funding (cf. VOTE 2016-10-20-03) and requested that the Executive Committee consider an alternate proposal:

“I think the proposal I’d have made would be to ask for \$1,500 for an invited workshop or concurrent speaker with the understanding that the speaker would:

1. do an appropriate presentation;
2. stay for the entire conference; and
3. represent STP in mentoring and mingling with the other participants while at the conference.”

Secretary Pusateri expressed concern that we provide equivalent funding for speakers at all conferences and only increase funds to a specific conference if there is a persuasive argument (e.g., the speaker is required to stay an additional day at the conference). Pusateri also suggested that the Executive Committee should review annually whether the funding allocation should be changed. President Wilson requested information on how much it would cost annually to increase funding support from \$1,200 to \$1,500. Treasurer Kreiner indicated that STP currently funds a total of 19 speakers each year (NITOP, GSH/HKW, Regionals, APS, Conference Speaker Grants), which would mean adding \$5,700 to the annual budget.

**** VOTE 2016-12-08-01 ****

Motion: I move that we increase travel stipends for STP funded speakers to \$1500 for all reasonable travel expenses starting with the 2017 budget.

Moved: Aaron Richmond

Second: Amy Fineburg

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

4. Travel stipends for liaisons of STP programming at regional conferences

Relevant Electronic Discussion

Subject(s): EC Meeting (27 posts)

Date(s): October 23-31, 2016

President Wilson reported that Bill Altman, Coordinator of STP Programming at NITOP, was under the impression that he does not receive reimbursement from STP for attending NITOP. President Wilson indicated, and Treasurer Kreiner confirmed, that conference coordinators do have budgets to pay for all reasonable travel expenses to attend the conferences they coordinate on behalf of STP. Kreiner also indicated that the Director for Regional Programming has an annual budget of \$3,600, can choose which regional conferences to attend each year (with the expectation that the coordinator would attend three conferences per year), and can request reimbursement for reasonable expenses above \$3,600. Vice President Kommaraju requested that the Executive Committee discuss whether we should also provide funding for those who coordinate programming at the regional conferences to attend the conferences they coordinate.

To follow up on Vice President's Kommaraju's suggestion for providing travel to those who coordinate programming at regional conferences, President Wilson initiated a discussion of their titles and roles. Historically, some of these individuals were appointed by the conference board, others were appointed by STP without defined term limits and sometimes without a call for nominations. Vice President Richmond indicated that these individuals, whom we currently refer to as "liaisons," perceive that they are working on behalf of STP and not the regional conference. Secretary Pusateri indicated that page 13 of the current Policies and Procedures Manual specifies STP's liaisons to other organizations, none of which include the regional conferences and inquired if we should add the regional conferences to the list of organizations.

Action item #107: Vice President Richmond requested that President-Elect Keith add a discussion item to the April Executive Committee meeting on the titles and roles of those who facilitate STP programming at the regional conferences.

5. SoTL Writing Workshop

Relevant Electronic Discussion

Subject(s): Updated Action Items (with e-discussion since October) (15 posts)

Date(s): November 2-23, 2016

Secretary Pusateri reminded the Executive Committee that we need to schedule a vote on whether to continue funding the SoTL Writing Workshop after 2016.

**** VOTE 2016-12-08-02 ****

Motion: I move that we continue the current level of funding for the SoTL Writing Workshop from 2017 through 2021.

Moved: Amy Fineburg

Second: Aaron Richmond

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

Vice President Fineburg indicated that Regan Gurung notified her that he will end his term as Coordinator for the SoTL Writing Workshop effective January 1, 2017.

Action item #108: Vice President Fineburg will draft and disseminate a call for nominations for the position of Coordinator for the SoTL Writing Workshop and will encourage current mentors in the program to apply for the position.

Action item #109: Vice President Fineburg requested that President-Elect Keith include an agenda item during the April 2017 Executive Committee meeting to discuss the possibility of adding a Director for SoTL Initiatives to the organizational chart.

6. Course release for Director for the Annual Conference on Teaching

Relevant Electronic Discussion

Subject(s): Before we “meet” (5 posts)

Date(s): November 21-22, 2016

Vice President Richmond indicated that the Jordan Troisi, the incoming Director for the Annual Conference on Teaching, is investigating locations for the conference in 2018 with the assistance of Executive Director Bosack and the staff at APA.

**** VOTE 2016-12-08-03 ****

Motion: I move to provide \$5000 annually for a course release during Jordan Troisi’s tenure as Director for the Annual Conference on Teaching.

Moved: Aaron Richmond

Second: Susan Nolan

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

Action item #110: President Keith will revise the Policies and Procedures Manual to include language requesting that candidates for positions that allow for a course release provide information on the dollar amount that their institutions require for obtaining a course release.

7. New initiatives from EC members, if any

VP Fineburg reported that the Small Partnerships Grants Committee reviewed nine applications and requested an increase of the budget by \$40 so that the committee could fully fund the top three projects.

Motion: I move to provide an additional \$40 to the 2017 budget for the Small Partnerships Grants Committee.

Moved: Aaron Richmond

Second: Suzie Baker

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

8. Closed session

Prior to initiating a closed session, President Wilson thanked Past President Baker for her service on the Executive Committee and noted in particular her contributions with Treasurer Kreiner on the development of the Investment Policy Statement. President-Elect Keith thanked President Wilson for her leadership during her presidential year.

President Wilson initiated a closed session at 12:53 PM Eastern Standard Time. Secretary Pusateri recused himself from the meeting.

**** VOTE 2016-08-05 ****

I move that we accept the Executive Director Search Committee's recommendation for Tom Pusateri as Executive Director, with the position beginning on January 1, 2018.

Moved: Amy Fineburg

Second: Ken Keith

Outcome: 7/0/0 (Y/N/A)

9. Adjourn

President Wilson adjourned the meeting at 1:04 PM Eastern Standard Time.

Summary of substantive electronic discussions prior to the meeting

Executive Director

Subject(s): Fwd: Ad Trade (2 posts); APS Ad Share (7 posts)

Date(s): October 28, 2016; October 29, 2016

Executive Director Bosack spoke to Sarah Schroeder, Marketing and Advertising Manager of the American Psychological Association, about sharing advertisements. Bosack also indicated that SAGE Publications expressed interest in sharing ads within STP's and APS's publications. Bosack invited members of the Executive Committee to participate in future discussions.

Action item #98: Executive Director Bosack will coordinate with the following individuals who expressed interest in participating in future conversations about ad sharing with APS and SAGE Publications: Frantz, Keith, Richmond, Wilson.

Subject(s): APS/STP Ad Share Summary (8 posts); Ads in TOP (7 posts)

Date(s): November 28-29, 2016; December 1-2, 2016

Executive Director Bosack updated the Executive Committee on discussions between representatives from STP and the Association for Psychological Science on trading ad space in their publications; a full-page ad for APS in *Teaching of Psychology* for a quarter-page ad for STP in the *APS Observer*, which the SAGE staff agreed to help prepare. President Wilson suggested advertising STP's international efforts in the ad. Vice President Frantz inquired whether the ad share would be a single share or an ongoing arrangement, and she suggested pursuing a similar arrangement with APA for ads in *Teaching of Psychology* and the *APA Monitor*.

Subject(s): Summary of Progress on Listserv Transition (3 posts)

Date(s): Nov 21-22, 2016

Executive Director Bosack reported that he and Bill Hill successfully collaborated with APA's technical team to transfer the DIVERSITY-TEACH listserv to APA's servers and submitted requests to transfer STP's remaining listservs to APA. To comply with APA's policies, the names of the listservs will change: TOPEC will become DIV2Leadership, PsychTeacher will become DIV2PsychTeacher, STPModerators will become DIV2STPModerators, and STPECP will become DIV2ECP. Bosack thanked Bill Hill for his work on transferring the listservs.

Subject(s): Question from a Member (8 posts); Fwd: Question Regarding User of D2 Logo

Date(s): December 7, 2017; December 8, 2017

Executive Director Bosack shared a concern from an STP member that another member was using the STP logo on a website. Bosack consulted with APA's Office of General Counsel, who recommended that individuals "should ask for permission for the use and permission can be granted but always with an eye toward how the logo will be used and in what light will the use cast the division." President Wilson contacted the member who agreed to modify the website.

Action item #99: Past President Baker suggested developing a policy about acquiring permissions to use STP's logo(s) and that could be posted on the STP web page (n.b. Bosack, Keith, Pusateri).

President

Subject(s): Task Force Report: International Outreach (2 posts); Upcoming phone meeting (7 posts)

Date(s): October 31, 2016; November 29, 2017

President Wilson shared the report and recommendations from the STP Presidential Task Force on International Outreach and thanked the advisory members (Vice President Nolan, Director for International Programming Dana Dunn, and Chair of the International Relations Committee Kelley Haynes-Mendez).

Action item #100: President Wilson will send notes of thanks to those who served on the STP Presidential Task Force for International Outreach.

Action item #101: President Wilson requested that President-elect Keith lead discussion on the implications of the report from the Task Force on International Outreach at a meeting in 2017.

Subject(s): Fwd: APA President-elect (2 posts)

Date(s): November 7, 2016

President Wilson reported that Jessica Henderson Daniel was elected as APA President-Elect and that the candidate STP endorsed, Kurt Geisinger, finished third among the five candidates.

Subject(s): Fwd: Society for the Teaching of Psychology – Letter of Support

Date(s): December 5, 2016

President Wilson received a request to support a grant application. In an earlier discussion on a similar request (“Fwd: Letter of Support from STP”; 8 posts; September 30-October 2, 2016), Executive Committee members were reluctant for STP to endorse grant applications outside of its purview; however, any STP officer could choose to accept or decline an invitation to endorse grant applications as an individual rather than on behalf of STP.

President-Elect (no additional discussion items)

Past President (no additional discussion items)

Secretary

Subject(s): Photos from ACT 2016 (13 posts)

Date(s): October 24-25, 2016

Secretary Pusateri shared photos that he took during the Annual Conference on Teaching: <http://tinyurl.com/ACT2016Photos>

Subject(s): Updating the STP Leadership page

Date(s): December 5-6, 2016

Secretary Pusateri will update the STP Leadership page on January 1, 2017

Action item #102: Secretary Pusateri requested that each Vice President review the STP Leadership page and provide updated information prior to January 1, 2017.

Treasurer

Subject(s): Updated Action Items (with e-discussion since October) (15 posts)

Date(s): November 21-23, 2016

Vice President Richmond inquired about whether it would be permissible to increase the dollar amount for a course release stipend, which is currently set at \$4000, when an institution requests more money for an STP officer to obtain a course release. Treasurer Kreiner indicated that it is the policy of the Executive Committee to consider increased amounts for course buyouts on a case by case basis and is precedented.

Vice President for Diversity and International Relations

Subject(s): two international psych teaching organizations (4 posts)

Date(s): November 2, 2016

Vice President Nolan shared information about two organizations in other countries that support teachers of psychology:

Association for the Teaching of Psychology: <http://theatp.org/>

European Federation of Psychology Teachers' Associations: <http://www.efpta.org/home>

Action item #103: Vice President Richmond will update the STP website to include information about organizations in other countries that support teachers of psychology.

Subject(s): International Twitter Poster Conference (9 posts)

Date(s): November 17-19, 2016

Vice President Nolan shared information she received from Anna Ropp, Chair of the International Twitter Poster Conference Committee, that summarized the reach of the conference.

Vice President for Membership

Subject(s): Division Memberships in APA Directory (10 posts)

Date(s): November 2-21, 2016

Executive Director Bosack contacted APA's Office of Division Services to report that the beta version of APA's online membership directory incorrectly lists Division 2 as "Society for General Psychology" in each member's records. Secretary Pusateri indicated that APA has corrected the error.

Vice President for Programming

Subject(s): FW: [BEAML] BEA Meeting - Tentative Schedule (7 posts); FW: [BEAML] BEA Meeting Final Schedule (5 posts); FW: [BEAML] BEA Fall 2016 Meeting Highlights (1 post)

Date(s): October 24, 2016; November 15-16, 2016; November 29, 2016

Prior to his attendance, Vice President Richmond shared the tentative agenda for the meeting of APA's Board of Education Affairs that he would be attending and requested input on what sessions he should attend. Various Executive Committee members recommended the sessions on the high school summit, recognition of exemplary undergraduate programs, and assessment of

introductory psychology. Upon returning from the meeting, Richmond shared the final agenda, his impressions of the meetings he attended, and a summary of highlights from the BEA meeting prepared by staff at the APA Education Directorate.

Subject(s): EC Meeting (27 posts)

Date(s): October 23-31, 2016

President Wilson reported that Bill Altman, Coordinator of STP Programming at NITOP, was under the impression that he does not receive reimbursement from STP for attending NITOP. President Wilson indicated, and Treasurer Kreiner confirmed, that conference coordinators do have budgets to pay for all reasonable travel expenses to attend the conferences they coordinate on behalf of STP. Kreiner also indicated that the Director for Regional Programming has an annual budget of \$3,600, can choose which regional conferences to attend each year (with the expectation that the coordinator would attend three conferences per year), and can request reimbursement for reasonable expenses above \$3,600. Vice President Kommaraju requested that the Executive Committee discuss whether we should also provide funding for those who coordinate programming at the regional conferences to attend the conferences they coordinate.

Action item #104: Secretary Pusateri requested that Vice President Richmond and Director of Regional Conference Programming Bethany Fleck send revisions for the Policies and Procedures Manual to President-Elect Keith that clarify expectations for the Director's annual travel.

Subject(s): FW: ACT Evaluation (37 posts); Inclusivity (8 posts)

Date(s): October 28-November 2, 2016; November 19-21, 2016

Vice President Richmond shared the results of a survey that the Director of the Annual Conference on Teaching, Natalie Kerr Lawrence, distributed to those who attended the conference. President Wilson thanked Kerr Lawrence for hosting a wonderful conference. All 105 survey respondents rated the conference as highly satisfactory (77%) or satisfactory (23%) and none rated it as unsatisfactory. Many of those who responded were supportive of the Executive Committee's decision to hold the STP Presidential Address and Business Meeting during ACT. Treasurer Kreiner noted that one participant perceived STP Leadership as clique-y and suggested that the Executive Committee might schedule opportunities for discussion with participants during next year's conference. Several Executive Committee members supported this suggestion but also indicated that we should not be overly concerned about one negative comment that does not reflect much of our own past experience with how welcoming STP is to new members. Some Executive Committee members (Kreiner, Pusateri, Wilson) discussed whether we should identify a limited number of cities where the conference would rotate and that might make it easier for the ACT Director to negotiate hotel contracts.

Action item #105: Vice President Richmond will share a summary of the Executive Committee's discussions with next year's Director for the Annual Conference on Teaching, Jordan Troisi.

Vice President for Recognition and Awards

Subject(s): Quick question: Awards (9 posts)

Date(s): November 21, 2016

President Wilson sought advice on whether it was appropriate for a President to write a letter in support of an applicant for a teaching award. Executive Committee members did not perceive any problem with Presidents supporting applicants in this way.

Vice President for Resources

Subject(s): Contact with Wayne Weiten concerning Sage contract (3 posts)

Date(s): October 24-25, 2016

President-Elect Keith reported that he contacted Wayne Weiten who agreed to provide advice on negotiating the next contract for publishing *Teaching of Psychology*.

Subject(s): Call for a ToP Editor (6 posts)

Date(s): November 17-20, 2016

President Wilson shared the Call for Nominations/Applications for *Teaching of Psychology* Editor from the search committee, chaired by Jeffrey Holmes. Wilson contacted Anna Ropp, Chair of the Member Committee, to disseminate the announcement on STP's social media platforms.

Action item #106: Executive Director Bosack will disseminate the Call for Nominations/Applications for *Teaching of Psychology* Editor via the STP newsletter, PsychTeacher, and TOPEC.

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Respectfully submitted,

Thomas P. Pusateri