

SOCIETY FOR THE TEACHING OF PSYCHOLOGY (APA DIVISION TWO)
 2018 Second Bi-Annual Executive Committee Meeting Minutes
 October 18 & 20, 2018
 Phoenix, Arizona

Members of the STP Executive Committee		Present
President	Sue Frantz	Yes
President-Elect	Rick Miller	Yes
Past President	Ken Keith	Yes
Vice President for Diversity and International Relations	Susan Nolan	Yes
Vice President for Membership	Meera Komarraju	No
Vice President for Programming	Angela Legg	Yes
Vice President for Recognitions and Awards	Amy Fineburg	Yes
Vice President for Resources	Bill Altman	Yes
Secretary	Stephanie Afful	Yes
Treasurer	Jeff Holmes	Yes
Executive Director	Tom Pusateri	Yes

Thursday, October 18, 2018

1. President Sue called the meeting to order at 9:15 AM MST.
2. Minutes from the August teleconference were approved as written.
3. Reports from Past President:
 - a. Past President Ken discussed the Psychology Pipeline taskforce, chaired by Eric Landrum. Eric Landrum is now chairing an APA working group Intro Psyc Initiative which include specific themes of Student Learning Outcomes and Assessment.
 - b. Past President Ken filed the Division 2 Annual Report to APA, which includes contact information within leadership, membership numbers, taskforces created and their progress, as well as contracts negotiated.
4. Report from the President
 - a. Update on Presidential Task Forces
 - i. STP Presidential Task Force on Restructuring the STP Graduate Student Teaching Association reported on other ways that GSTA could operate within STP. There were three proposals made, all with their strengths. As we continue with GSTA, we need to think about how to connect with APAGS (APA Graduate Students). CUNY currently serves as host institution through January 1, 2020.
 1. The EC favors the Regional Representatives model which would have a faculty advisor, a graduate student chair, associate chair, and then members from each region. This model could also encourage the development of school chapters in future. It is also recommended that members serve three years, members need to be a graduate student at time of appointment.
Action Item 2018-A-10-01: Stephanie, Sue, & Rick will work on a proposal and P & P language by the November EC teleconference. Tom will look into the most recent GSTA P & P manual.

- ii. STP Presidential Task Force on Re-Envisioning Intro Psych, chaired by Barney Beins, is looking at individual content and overarching themes. They are also soliciting experts within the field. The work will likely continue into 2019.
- iii. STP Presidential Task Force on Promoting the Value of the Psychology Bachelor's Degree is looking at how to help our students and employers understand the value of our degree. The sub-committees continue their work
- iv. President Sue and VP Amy also shared updates from BEA.
 - 1. BEA is seeking nominations for 12 members to serve on the Advocacy Coordinating Committee through October 31, 2018.
 - 2. There are still continued discussions of developing a new division to support graduate students in training.
 - 3. APAGS and Early Career Committee is now housed in the Education directorate of APA.
 - 4. Online Psyc lab now has mobile app.
 - 5. There will be an undergraduate psychology survey coming soon.
 - 6. Project Assessment will soon be looking for reviewers.
 - 7. APA-IPI (Intro Psyc Initiative) looking for a host institution for July 2019.

5. Direct Reports to the Executive Committee

a. Report from the Executive Director

- i. Thank you to the former Executive Director Ted. The biggest concern is the continual decline in membership. New members are expecting membership (and benefits) immediately, but we have a 3-4 week lag due to APA processing of membership. Tom has updated the website to reflect this and new members can request immediate access to website and listservs.
Action Item 2018-A-10-02: Executive Director Tom will look into APA trends in membership.
Action Item 2018-A-10-03: Executive Director Tom will look into possibility of offering temporary access to ToP Journal for new members.
Action Item 2018-A-10-04: Executive Director Tom will confirm that Div2STPModerators want to continue their service.
Action Item 2018-A-10-05: Executive Director Tom will compare listserv members to STP members for recruiting purposes.
Action Item 2018-A-10-06: Executive Director Tom will also establish dropbox accounts for all STP leaders and Zoom accounts by our March 2019 meeting.
- ii. EC reviewed open Action Items.
- iii. We will be reviewing the Proposed Policies and Procedures at our next March 2019 meeting. Proposed changes should be sent to Tom by January 15, 2019.

b. Report from the Elections and Appointments Committee

- i. EC endorsed two candidates for the APA Presidency.
- ii. EC elected Keli Braitman to serve the remainder of VP Amy's term for Recognitions and Awards.

- iii. We have upcoming elections for APA Council members, President-Elect, and VP Recognition and Awards. Ken would like nominations by early to mid-December.
 - c. Reports were shared from the APA Council Representatives.
 - Action Item 2018-A-10-07:** Tom will ask our APA Council members Maureen and Reagan to write up resolution for publication (e.g., newsletter, PsycTeacher, and Facebook).
 - d. Report from the Archivist/Historian was shared. The EC praised Bill Hill's work. Bill's final term will end at the end of 2020, we need to think about a replacement.
 - Action Item 2018-A-10-08:** Past-President Ken, as chair of the Elections and Appointments Committee, will collect nominations for Historian.
 - e. Report from the Fund for Excellence is not yet available. There have been no major donations through the Paypal account to the FFE. There has been difficulty communicating with TIAA.
- 6. Report from the Secretary:
 - a. 2018 Votes were shared. E-discussion since August teleconference are included as appendix to these minutes.
 - b. The Business Meeting Agenda was approved.
- 7. Report from the Treasurer
 - a. Electronic receipts should now be sent to the Treasurer for reimbursements. It is preferred to submit one pdf and electronic receipts have to be submitted within 45 days of expense.
 - b. The Investment Policy Statement was included and reviewed, the mission statement needs to be updated. EC will revisit in March 2019.
 - c. The TIAA charges for managing the funds are currently above our budgeted amount, the 2019 budget will reflect a proposed change to reflect this.
 - d. Some recent attendees to ACT have requested purchase orders. Treasurer Jeff discussed with the APA director of accounting who recommended STP should consider a policy of not accepting purchase orders. We can provide a W-9, EIN, or invoice.
 - Action Item 2018-A-10-09:** Treasurer Jeff will draft a policy re purchase orders.
- 8. Report from the VP for Diversity and International Relations
 - a. Kelley Haynes-Mendez will be replacing Susan as VP starting January 1, 2019.
 - b. The STP Global Education Seminar continues with planning. Kelley continues to apply for funding. The call for participants will come out in November. EC previously approved funding for the 2018 budget but it should be reflected in the 2019 budget.
 - c. ****2018-10-18-01****
 - Motion:** I move to establish the International Twitter Poster Conference committee as a permanent committee under the VP for Diversity and International Relations.
 - Moved:** Nolan
 - Second:** Altman
 - Outcome:** Passed 9/0/0 (Y/N/A)
- 9. Report from the VP for Membership
 - a. Membership committee has discussed ways to recruit.

- b. Thanks to the ECP and GSTA committees for generating columns for the monthly newsletter.
 - c. Membership Communication Committee – Anna Ropp will be given special recognition at the 2018 Business meeting. Facebook now has over 7200 members!
 - d. **Action Item 2018-A-10-10:** Tom and Susan will reach out to Maggie Thomas about recruiting more diverse participants for the This is How I Teach blog.
 - e. EC will discuss the possibility of offering CE credits at later date.
10. The highlights from the VP for Programming report were shared.
- a. 2018 ACT has the highest enrollment in its history, poster and symposium submissions were up. We discussed scheduling conflicts and submission limits. VP Angela will discuss with ACT director Jordan.
 - b. The EC discussed how to represent the GS Hall and HK Wolfe speakers across the regional conferences. GS Hall and HK Wolfe selection committee chair Scott Bates can discuss with the selected speakers which conferences may not have had a recent speaker. Scott's term ends at the end of 2019, a call for replacement will come out early 2019.
Action Item 2018-A-10-11: Executive Director Tom will contact APA to produce lapel pins for GS Hall and HK Wolfe lecturers.
 - c. Angela discussed the request for sponsorship or partnership with the PsychOne Conference from Bridgette Hard.
****2018-10-18-02****
Motion: I move to offer the following co-sponsorship: The Duke Psych One Conference sponsored by STP, with \$10,000 which would include STP keynote speaker, wine and cheese reception, and discounted registration for STP members.
Moved: Nolan
Second: Fineburg
Outcome: 9/0/0 (Y/N/A)
Discussion continued on Saturday with guest Bridgette Hard. She has accepted EC's offer. EC discussed possible names of the conference. Registration will open soon.
Action Item 2018-A-10-12: VP Angela will draw up a memorandum of understanding with Bridgette Hard on the logistics of STP co-sponsorship of Psych One.
 - d. SCCR Sponsorship Opportunity: Angela discussed with Brien Ashdown, President Elect of SCCR. Brien will be putting a proposal together for EC's review.
 - e. VP Angela made a formal recommendation for the director of STP at NITOP Coordinator, to start February 1, 2019.
 - f. VP Angela discussed candidates for incoming APA Director, and made a formal recommendation. The new director starts in 2020.
11. Report from the VP for Recognition and Awards was shared.
- a. The committee for the International Travel Award is now forming.
 - b. Courtney Rocheleau, chair of the STP Conference Speaker Grant Committee, shared concerns about funding speakers for teaching conferences attached to a regional conference versus a stand-alone teaching conference.
 - c. The High school award proposal was discussed. If approved, we will need to solicit a chair (who must be a high school teacher) and form committee. The chair will need to

write up language for the P & P Manual. We need guidance from APA on what the treasurer would need to reimburse a cost for a substitute.

****2018-10-18-03****

Motion: I move that we establish the High School Teacher Conference Grant Program to start in 2019 at the funding level of \$10,000.

Moved: Fineburg

Second: Nolan

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

Action Item 2018-A-10-13: VP Amy will put out a call for a chair of the High School Teacher Conference Grant Committee.

- d. We discussed the two branding proposals. There are potential differences in the proposals based on cost and aesthetics. We need to discuss who will lead this effort. The proposals are tabled.

Discussion continued on Saturday on branding proposals. VP Susan will chair the committee on branding with VP Amy and President-elect Rick.

Action Item 2018-A-10-14: VP Susan will follow up with Robin Milgrim regarding a more detailed estimate on branding.

- e. Meeting was adjourned, Thursday 4:30pm MST.

Saturday, October 20, 2018

12. Meeting was called to order, Saturday 1:00 pm MST. Guests include Keli Braitman, Drew Christopher, & Aaron Richmond.

13. The report from the VP for Resources was discussed.

- a. EC discussed proposed changes to ToP Journal with guests Drew Christopher and Aaron Richmond. Some of the changes include structure, enrollment, etc. See details in agenda book. EC was in support of these changes. Drew and Aaron will discuss these proposed changes with SAGE.
- b. Department Consulting Services is working on increasing participation. Director Noland White was grateful for the funding we provided to allow him to observe a site visit, and is working on marketing materials.
- c. Mentoring Network: Diane Finley is helping GSTA and ECP committees work together to expand the Mentoring Network. EC discussed some specific concerns from Diane.
- d. Book reviews will be starting within next year. We will not take solicitations for book reviews. Pool of reviewers needs to be diverse.

****2018-10-20-01****

Motion: I move that we add a new continuing budget line for the Booknotes editor of \$350.

Moved: Altman

Second: Miller

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

- e. TOPIX will be re-organized. President Sue suggested that one of the tags should be "Peer-reviewed".
- f. Three options of Print on Demand proposals were discussed. Kindle direct publishing would allow us to offer as an ebook or print a bound copy and ship. EC discussed the

potential strengths and concerns. We would target all ebooks going forward and possibly a select few from the past. Any monies collected through Amazon could go through the STP checking account managed by the Executive Director or donated to the FFE. Printing them would also allow us to distribute them at conferences and recruit authors.

Action Item 2018-A-10-15: VP Bill and Jenny Steigler-Balfour will collect some additional data on the interest.

Action Item 2018-A-10-16: VP Bill will look into the contract required for ebook authors and request that Executive Director Tom consult with APA Counsel.

Meeting adjourned 3:23pm MST.

Summary of substantive electronic discussions prior to the Bi-annual EC Meeting

Executive Director

Subject: STP email accounts (1 message)

Dates: August 30, 2018

Executive Director Tom shared that all chairs, directors, editors, etc. now have STP Email accounts with the @teachpsych.org domain.

Subject: Welcome Kelley & Keli! (4 messages)

Dates: September 5, 2018

Welcome to our incoming officers, Kelley Haynes-Mendez and Keli Braitman, to the EC discussion list.

Subject: Updates to the DIV2LEADERSHIP listserv (8 messages)

Dates: September 7-12, 2018

Executive Director Tom asked that we review the members on the DIV2LEADERSHIP listserv, to make sure all list members are current.

Subject: Bernie Carducci (3 messages)

Dates: September 23-24, 2018

Executive Director Tom shared the sad news of Bernie Carducci passing on September 22, 2018.

President

Subject: No Meera at ACT (12 messages)

Dates: October 11-15, 2018

VP Meera will not be able to attend the EC meeting and ACT this year due to the sudden death of SIUC's chancellor. Executive Director Tom and Jordan will take care of the cancellation of Meera's travel arrangements.

President-Elect (no additional discussion items)

Past President

Subject: VP of Recognition and Awards (4 messages)

Date: August 20, 2018

Past President Ken shared that Keli Braitman has accepted our request that she become the next VP for Recognition & Awards.

Secretary (no additional discussion items)

Treasurer

Subject: Discounted ACT Registration (11 messages)

Dates: September 14-15, 2018

Treasurer Jeff asked on behalf of ACT director that the post-ACT writing workshop leaders be offered the early registration rate. EC supports this.

Subject: SWPA invited Speaker Eric Landrum (11 messages)

Dates: September 14-15, 2018

Dusty Jenkins of the STP at SWPA steering committee wants to invite Eric Landrum as their regional invited speaker (reimbursed by STP). Dusty wanted to be sure there was no conflict of interest in inviting Eric. EC discussed and agreed that there is no conflict of interest.

Vice President for Diversity and International Relations

Subject: CE credits (27 messages)

Dates: September 13-15, 2018

VP Susan shared a question from Kelley Haynes-Mendez on whether STP can offer CE credits for the Global Education Seminar. Currently Division 2 does not offer CE credits. President Sue researched the application process. The process appears too laborious for just the Global Education Seminar but the EC will discuss the idea of CE credits broadly and forming a working group at the October meeting.

Subject: UPEACE agreement (1 message)

Dates: September 28, 2018

VP Susan shared the agreement with UPEACE for the Global Education Seminar from Kelley Haynes-Mendez.

Subject: Post ACT Writing Workshop (5 messages)

Dates: September 14-17, 2018

EC discussed the potential conflict with the advertisement of the post-ACT writing workshop, as previously discussed at the April meeting. ACT director Jordan did discuss the concerns with the workshop organizers and the title of workshop is more transparent.

Vice President for Membership (no additional discussion items)

Vice President for Programming (no additional discussion items)

Vice President for Recognition and Awards

Subject: Branding Proposals (5 messages)

Dates: August 26, 2018

VP Amy shared two branding proposals for a new STP logo with EC. They will be discussed at the October meeting.

Subject: APA Committee on Women Nominations (3 messages)

Date: September 3, 2018

STP shared on the listserv and social media that American Psychological Association's Committee on Women in Psychology (CWP) is seeking nominations for two new members to begin terms in January 2019. Nominations due September 10, 2018.

Subject: New high school teacher travel award (6 messages)

Dates: September 17-18, 2018

VP Amy shared a new proposal developed after discussion with committee chairs to allow high school psychology teachers travel grants. EC will discuss the proposal at the October meeting

Vice President for Resources

Subject: Column for Division 1 newsletter (3 messages)

Date: August 20, 2018

VP Bill along with Director of OTRP Danae Hudson will be working on 2-3 columns for the Division 1 newsletter to advertise Division 2 teaching resources.

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Respectfully submitted,
Stephanie E. Afful