

**SOCIETY FOR THE TEACHING OF PSYCHOLOGY (APA DIVISION TWO)**

**EXECUTIVE COMMITTEE TELECONFERENCE MINUTES**

**January 28, 2019, 3-4pm CST (Approved March 1, 2019)**

<b>Members of the STP Executive Committee</b>		<b>Present</b>
President	Rick Miller	Yes
President-Elect	Amy Fineburg	Yes
Past President	Sue Frantz	Yes
Vice President for Diversity and International Relations	Kelley Haynes-Mendez	Yes
Vice President for Membership	Meera Komarraju	Yes
Vice President for Programming	Angela Legg	Yes
Vice President for Recognitions and Awards	Keli Braitman	Yes
Vice President for Resources	Bill Altman	Yes
Secretary	Stephanie Afful	Yes
Treasurer	Jeff Holmes	Yes
Executive Director	Tom Pusateri	Yes

1. Meeting was called to order 3:01pm CST. Welcome to our new members Kelley and Keli!!
2. Minutes were approved from December 19, 2018.  
Treasurer Jeff discussed 2019 Budget. EC discussed allow a printing budget for VP Bill to send to regional conferences. Executive Director Tom will take care of all printing and distribution. APA pays for travel to the Division Leadership Conference for the President-Elect, but not for the Executive Director; Jeff will change the Note in Line 17 to \$1500 for the Executive Director's travel to the DLC. Line 12 (Educational Leadership Conference) will be removed.  
**\*\*2019-01-28-01\*\***  
**Motion:** I move to approve the 2019 Budget as discussed.  
**Moved:** Afful  
**Second:** Fineburg  
**Outcome:** 10/0/0 (Y/N/A)
3. VP Bill shared the Print on Demand Survey Results, the results indicated there was not a lot of demand, Bill is willing to share with individuals how to read our ebooks as pdf on a kindle or a pdf reader.  
**Action Item: 2019-A-01-01:** VP Bill will prepare directions for pdf reader and printing bound copies for STP website.
4. EC discussed travel funding for VPs to other APA boards and committee meetings. These will be reviewed on a case by case basis.
5. EC discussed a potential Think Tank Proposal, similar to our expectations of a taskforce. If there is a specific need, EC would consider and would solicit members from our division for future think tanks or taskforces.

6. Executive Director Tom suggests that we stagger elections of EC Members because in some years it is possible to have as many 5 positions open. To eliminate this, the Treasurer election could move to 2023, thus extending the current Treasurer's term for another 2 years.

**\*\*2019-01-28-02\*\***

**Motion:** I move to delay the treasurer election to 2023.

**Moved:** Fineburg

**Second:** Komarraju

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

7. Presidential Rick Miller updated EC on his 7 Initiatives.
  - a. EC discussed ways we can broaden the base to increase membership. President Rick will share STP resources at CoGDoP, VP Bill is working with a number of other divisional newsletters, etc. President-Elect Amy is also interested in targeting membership for diverse student populations. EC discussed targeting programming related to R1 institutions or diverse group (e.g., Global Institute, ACT post-conference workshops).

**Action Item: 2019-A-01-02:** VP Bill and VP Meera should discuss how to include the membership committee in these initiatives.
  - b. Program Evaluation is underway with Jane Halonen.
  - c. **Action Item: 2019-01-03:** VP Keli will work on Mentoring and Civic Engagement Awards proposal for next meeting.
  - d. Undergraduate research: President Rick has several panel presentations at APA as well as his Presidential address. President Rick is working on forming a task force.
  - e. The SOTL initiative will be discussed at the next EC meeting.
  - f. Teaching Tips is being updated with the next ToP editor Aaron Richmond.
  - g. The ebook on high impact practices will be discussed at the next EC meeting.
8. President Rick will be attending IACCP, we will discuss a possible Teaching Pre-conference at IACCP at a later date.
9. VP Angela discussed a proposal from Brien Ashdown to support teaching-focused keynote at SCCR. We need a process to review such proposals that do not fit in our current structure. EC will be discussing how to create such a mechanism in the future, such as teaching related speakers at non-teaching focused conferences.

**\*\*2019-01-28-04\*\***

**Motion:** I move to fund the 2019 SCCR keynote in the amount \$500.

**Moved:** Legg

**Second:** Altman

**Outcome:** 4/0/4 (Y/N/A)

10. VP Bill updated us on the Copyright statement, a minor typo will be fixed and the corrected statement will be redistributed to appropriate parties. EC will discuss further issues at annual meeting in March.
11. EC discussed funding the 2019 EPA travel for 2020 HKW speaker.

**\*\*2019-01-28-04\*\***

**Motion:** I move to increase the 2020 GS HKW budget by \$1500.

**Moved:** Holmes

**Second:** Afful

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

12. Meeting adjourned 4:18pm CST.

## **Summary of substantive electronic discussions prior to the teleconference**

### **Executive Director**

Subject: CE credits (1 message)

Date: January 2, 2019

Given our previous discussion on CE credits, APA has a FAQ for CE Sponsor Approval, which includes a link to the fee structure:

<https://www.apa.org/about/division/officers/dialogue/2018/01/sponsor-approval-faqs.aspx>

Subject: Preparing for Spring EC meeting (1 message)

Date: January 5, 2019

Executive Director Tom sent a reminder of travel suggestions as we prepare for our Spring EC meeting, now Friday-Saturday March 29-30 in San Antonio.

Subject: 75<sup>th</sup> anniversary (19 messages)

Dates: January 9-15, 2019

Executive Director Tom noted that STP will be celebrating our 75<sup>th</sup> anniversary in 2020! Given that it will be Amy Fineburg's presidential year, she will chair a working group on how to best commemorate this, along with Historian Bill Hill.

Subject: Zoom account (1 message)

Date: January 15, 2019

STP now has its own Zoom account, if any other committees or other STP groups would like to run a teleconference through the STP Zoom account, contact Tom.

Subject: Changes to P & P Manual (1 message)

Date: January 21, 2019

A draft of the P & P manual will be available by March 1 to give EC time to review it prior to our meeting. Please send Executive Director Tom any changes by February 25.

Subject: Update the Get Involved Page (1 message)

Date: January 23, 2019

Executive Director Tom reminded Vice Presidents each January to contact him and Jon Westfall if and when they have position openings in their units so that we can update the Get Involved page (<http://teachpsych.org/administrative/getinvolved.php>).

Subject: DIV2LEADERSHIP Listserv (4 messages)

Dates: January 23-24, 2019

Executive Director Tom updated the DIV2LEADERSHIP Listserv with the assistance of EC.

### **President**

Subject: APA Foundation inquiry (1 message)  
Date: December 29, 2018

President Sue shared that it would take \$100,000 to list a Div2 grant listed on the APA grants page: <https://www.apa.org/apf/funding/grants/index.aspx>

Subject: EPA travel reimbursement (5 messages)  
Date: January 17-18, 2019

President Rick forwarded a request to reimburse reasonable travel costs for the 2020 HKW speaker for this year's conference, given an error in the program. EC will discuss and vote at January teleconference.

Subject: Tribute to Charles Brewer at APA (1 message)  
Date: January 17, 2019

STP has plans to honor Charles during the social hour, however there is another planned tribute, led by Jane Halonen. If you would like to participate in the tribute video, email [jhalonen@uwf.edu](mailto:jhalonen@uwf.edu).

Subject: GSTA survey results (1 message)  
Date: January 19, 2019

Last fall, GSTA leadership administered a survey to graduate students to inquire about their interests and needs in a mentorship program. A brief summary can be found here: <https://teachpsych.org/page-1784686/7006474>

Subject: Annual reports due March 1, 2019 (2 messages)  
Date: January 22, 2019

President Rick sent a reminder that annual reports are due March 1. VPs, please contact your editors, directors, chairs, etc. for their 2018 reports so you can compile it into one report for our March meeting.

**President-Elect** (no additional discussion items)

**Past President**

Subject: Welcome President Rick! (3 messages)  
Date: January 1, 2019  
Past President Sue welcomed 2019 President Rick!

**Secretary** (no additional discussion items)

**Treasurer**

Subject: Travel to San Antonio (1 message)  
Date: January 3, 2019  
Treasurer Jeff sent all EC names to APA if you want to book your travel through APA directly. Hotel rooms have already been booked.

Subject: 2019 Budget (19 messages)

Dates: January 3-18, 2019

Treasurer Jeff presented 2 drafts of the 2019 Budget, EC provided revisions, will vote on budget at January teleconference.

Subject: PsycOne Conference (6 messages)

Dates: January 8, 2019

Treasurer Jeff asked for some clarification on the STP partnership with the PsycOne conference, he will share back with APA.

Subject: Previous SoTL grant (3 messages)

Date: January 9, 2019

Treasurer Jeff inquired about a previous SoTL grant winner, APA will re-issue a check for the recipient.

Subject: Reimbursements (1 message)

Date: January 10, 2019

Treasurer Jeff asked EC that we continue to remind people that they can send receipts and travel forms via email.

Subject: 2019 Travel Reimbursement Form (1 message)

Date: January 23, 2019

Treasurer Jeff shared the 2019 travel reimbursement form. The only change is the mileage rate.

### **Vice President for Diversity and International Relations**

Subject: International Travel Award (6 messages)

Dates: January 13-14, 2019

VP Kelley shared an inquiry on whether STP members could apply for multiple travel grants, EC discussed and will defer to the awards committee for this specific award. EC may discuss in the future if we want any future policy on applying for multiple awards.

**Vice President for Membership** (no additional discussion items)

### **Vice President for Programming**

Subject: Honorariums (22 messages)

Date: January 8-9, 2019

EC discussed offering honorariums for STP conference speakers. As a non-profit, STP does not offer honorariums but does reimburse reasonable travel expenses.

Subject: Proposal to support teaching-focused keynote at SCCR (1 message)

Date: January 16, 2019

VP Angela shared a proposal developed by Brien Ashdown who is currently organizing the Society for Cross-Cultural Research's conference. EC will discuss at the January teleconference.

**Vice President for Recognition and Awards** (no additional discussion items)

**Vice President for Resources** (no additional discussion items)

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Respectfully submitted,  
Stephanie E. Afful