

CPA - Counselling on Psychology Spring Executive Meeting - Agenda

Monday, April 10th, 2017 @ 10 am MST

Attendees: Anusha, Carlton, Lara, Theresa, Rob, Janet, José

Meeting called to order at 10:10 am MST

Item	Action	Who
1. Approval of Agenda as revised. Approved		
2. Approval of January 2017 Minutes. Approved		
<p>3. Business</p> <p>3.1 CPA 2017 convention planning</p> <p>Update: Carlton provided an update on convention planning and CPA's attempts at changing the submission adjudication process, which resulted in delays. For our Section, there were close to 70 submissions, including 10 hours of programming and approximately 30 posters. Scheduling conflicts, including conflicts with the site visitors training, were discussed.</p> <p>Scheduling note for future years: We should try to have the Annual Meeting after the poster session, so that the poster winners can be announced at the meeting.</p> <p>Request from Theresa for someone to assist her in her round-table session on Thursday, due to Anusha having a scheduling conflict.</p> <p>Poster awards discussion: Lara described how the revised poster process went this year. One complete submission, 2 incompletes. Discussion of possible reasons behind the low nominations and possible solutions.</p>	<p>Action: Attempt to ensure preferred scheduling of the posters and meeting</p> <p>Action: Lara agreed to co-facilitate</p> <p>Actions: (a) Extend deadlines to April 30 for expression of interest; May 30 for actual poster. (b) Ask</p>	<p>Next year's convention coordinator</p> <p>Lara</p> <p>Anusha to email supervisors; Lara to email student poster people.</p>

<p>Tabled: Discussion of potential changes to the poster award process for future years tabled until after the conference.</p> <p>Discussion of possibilities and difficulties with organizing a counselling psychology student social / networking opportunity at the convention. Discussion of possibilities. Question about whether there is any budget to subsidize the student event. It was noted that there has not been a subsidy in the past. Discussion of how to get a better sense of the numbers of students who may attend such an event.</p> <p>3.2 Oversight for spending the money allocated to the Summit</p> <p>Motion: That the Executive empower the co-chairs of the Summit to spend the money set aside for the Summit as they deem necessary.</p> <p>Discussion ensued. The general state of the Section finances related to declining membership was also raised as an issue Motion carried.</p> <p>3.3 Advertising research in our blog and newsletter</p> <p>We have received a request to post a notice about a research study in our blog/newsletter. We do not have an existing policy about this.</p> <p>Motion: That the Section newsletter and blog consider requests to post messages related to participant recruitment for research projects, provided that (a) the requester is a member of the section and (b) that the requester submits a copy of a letter from an institutional REB, stating that the study has successfully completed ethics review.</p> <p>Discussion ensued. Motion carried.</p>	<p>supervisors to encourage their students to apply (c) Keep the same adjudication criteria for the current year; revisit after convention for future years.</p> <p>Action: It was decided not to provide a financial subsidy for the event</p> <p>Action: Inform the Summit sub-committee at their next meeting of this decision</p> <p>Action: implement the new policy starting with the existing request.</p>	<p>Anusha</p> <p>Janet</p>
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<p>3.4 Kaleidoscope</p> <p>Janet reported that the previous issue of Kaleidoscope received 103 "views" in the first two week period following publication.</p> <p>Discussion about the content of the Spring edition of the newsletter, and who will take responsibility for generating this content:</p> <ul style="list-style-type: none"> - Description of section-related convention content (Anusha, Janet) - Article about establishing a private practice immediately following graduation (Carlton) - Pre-doctoral internship series: Deepak Matthew has agreed to be interviewed about the U Manitoba internship - Update about Summit (José) - Profile of the new Fellow from our Section, and an invitation to attend the award ceremony (Anusha) - Exec member updates (everyone) <p>Tabled: Discussion of proposed newsletter article by Maria Miguel</p> <p>Intended timeline for publication: 1 month before convention. Content should be submitted well before then</p> <p>Once published, a copy of the Spring newsletter and accompanying message should be sent to all counselling psych. Graduate programs in and near the Toronto area.</p> <p>3.5 Terms of Reference</p> <p>Motion: To approve the previously distributed amendments to the section's Terms of Reference</p> <p>Discussion ensued. Additional revisions to the document were noted:</p>	<p>Action: Submit content for newsletter as soon as possible</p> <p>Action: distribute newsletter to programs</p>	<p>Everyone</p> <p>Anusha</p>
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<p>Tabled: :Discussion about decline in membership (currently 272 members: 164 members & 108 student affiliates)</p> <p>Tabled: Archive committee update</p>		
<p>4. Adjournment</p> <p>Meeting adjourned at 12:15 pm MST</p>		