



Section on Clinical Psychology
La Section de la psychologie clinique

Executive Committee Spring Meeting 2022

- MINUTES -

May 13, 2022

12:00 pm – 2:00 pm Central Standard Time (CST)

Via Zoom Video Conference

Present: Dr. Megan Ames; Dr. Mathew Fetzner; Ms. Lily Pankratz; Dr. Brigitte Sabourin

1. Call to order:

- Time: 1204

2. Approval of the Agenda

- Proposed by Dr. Sabourin
- Seconded by Dr. Ames
- All in favor

3. Approval of Mid-Winter Executive Meeting Minutes

- Proposed by Dr. Sabourin
- Seconded by Ms. Pankratz
- All in favor

4. Review of Executive Positions and Roles

- Dr. Sabourin briefly reviewed the roles of executive positions and oriented attendees to the location of role descriptions in the clinical section handbook. Dr. Sabourin asked if any attendees had any questions or concerns about the roles as they were described in the handbook. No concerns were voiced by attendees.

5. Report from the Chair (Dr. Brigitte Sabourin)

- Convention
 - Student Symposium
 - Students to send copy of presentation to Ms. Pankratz, who will forward to Dr. Tomfohr-Madsen 2-3 days before symposium.
 - Ms. Pankratz committed to reach out to Dr. Tomfohr-Madsen to ensure that the biography is up-to-date for introduction at the symposium.
 - Roles and responsibilities of moderator of student symposium were outlined by Dr. Sabourin. Ms. Pankratz volunteered to moderate symposium.
 - Dr. Fetzner volunteered to purchase 3x \$25 Starbucks gift cards as prizes for student presenters. Purchase of gift cards are to be reimbursed through the Canadian Psychological Association Clinical Psychology section funds.
 - Joint Reception
 - Participating sections include: 1) clinical psychology; 2) clinical neuropsychology; 3) psychologists in hospitals and health settings; and 4) health psychology and behavioral medicine.
 - Dr. Sabourin proposed allotting for about 1 drink for each person attending the reception, with the expectation that reception attendees will moderate themselves. All meeting attendees were in agreement with this proposal.
 - Dr. Sabourin to ask catering company if extra bottles can be purchased as needed.
 - Convention planner
 - Dr. Sabourin reminded that early-bird deadline for conference attendance is 2022-5-15. All meeting attendees confirmed that they were planning on attending the conference in-person.

- Dr. Sabourin presented clinical section highlight sheet which was created by Dr. Ames' student. Highlight sheet will also be included in the upcoming clinical psychology section newsletter. Dr. Sabourin to send out highlight sheet over clinical psychology section list serv.
- o Annual Business Meeting (ABM) Planning
 - Hybrid model of meeting attendance will be proposed to members wherein members can attend ABM in-person or virtually. Dr. Sabourin to send out a reminder to members over the clinical psychology listserv.
 - Clinical psychology executive to present a powerpoint presentation at ABM that will outline section mandates, accomplishments, activities, budget, directions, etc. Dr. Sabourin will send out the power point presentation to executive members so that relevant information can be inputted prior to ABM.
- Awards
 - o Scientist practitioner early career award (SPECAs) – one nomination. To be voted on by executive
 - o Award for clinical excellence (ACE) – one nomination. To be voted on by executive.
 - o Fellows
 - 1 nomination for this award was received. One clinical section member had inquired whether a self-nomination with no accompanying letters of support would be accepted. This was deemed to be outside the parameters of the fellow nomination, which was communicated to the member. Dr. Ames outlines that this opinion was shared by all executive members who responded to her query via email. The nomination sent to the section is to be voted on by each executive member, via email, as to whether the nomination is in keeping with the spirit of the award. Dr. Ames to send out voting query via email.

6. Report from the Chair-Elect (Dr. Zoe Therrien)

- Dr. Therrien was not present for the meeting and sent her regards via email in advance.
- Ken Bowers Student Research Award: It was determined at the meeting that this call for submissions had not yet been sent. Ms. Pankratz is to send to Dr. Sabourin who will post on the listserv before the end of the day, with deadline by end of May and announcement of winners at the ABM.

7. Report for the Past Chair (Dr. Kristi Wright)

- Dr. Wright was not present for the meeting and sent her regards via email in advance.
- No names were put forth for chair-elect or other executive positions, thus, Dr. Sabourin encouraged attendees to discuss executive participation with attendees' respective cohorts.

8. Report from the Secretary/Treasurer (Dr. Matthew Fetzner)

- **Update on funds**

	Amount
Balance from last meeting	\$18,410.12
Funds deposited from 2022-1-1 to 2022-4-30	\$12,724.00
Balance as of 2022-4-30	\$31,134.12

- It was noted that the balance noted at mid-winter meeting had erroneously been reported as \$18,785.12, when it was actually \$18,410.12. The correction has been made in the financial statements.
- Clarification on CPA educational activity grant
 - o There had been a misunderstanding with respect to reimbursement of EAG funds. The student recipient had communicated that it had been reimbursed, when it had actually not. Dr. Fetzner to facilitate the \$2000 reimbursement.

- Update on clinical psychology section membership numbers
 - Dr. Fetzner reviewed that membership is higher than it's been since 2019, and that the biggest jump in membership has been for student affiliates.

Membership Count	May-22	Feb-22	Feb-21	Feb-20	Apr-19
CPA Complimentary Membership	3	3	3	2	0
CPA Fellow	31	31	38	32	35
CPA Honorary Life Fellow	4	4	2	2	2
CPA Honorary Life Member	6	6	2	2	2
CPA International Affiliate	3 (+2)	2	8	2	5
CPA International Student Affiliate	2 (+1)	1	5	0	1
CPA Member	601 (+50)	551	521	487	493
CPA Member Early Career Year 1	26 (+4)	21	26	19	
CPA Member Early Career Year 2	32 (+2)	30	24	0	0
CPA Member Parental Leave	5	5	0	0	0
CPA retired Fellow	0	0	2	1	1
CPA Retired Member	4	4	3	5	3
CPA Special Affiliate	8 (+2)	6	3	5	1
CPA Student Affiliate	291 (+82)	209	183	142	164
CPA Student Affiliate - Campus/Student Rep	3 (+1)	2	9	5	0
CPA/APA Joint Member	4	4	3	2	2
Grand Total	1023 (+144)	879	832	706	709

- Discussed upcoming budget
 - Discussed that the section's goal is to carry about \$5000 balance forward.
 - Proposed expenses for 2022-2023
 - Re-instating the \$2000 for an in-person mid-winter executive meeting which had been suspended during the Covid-19 pandemic
 - Awarding up to three x \$3000 student research grant
 - travel fee for section invited speaker (up to \$1000)
 - maintaining \$400 for best student presentation at CPA 2022
 - offering 10 student registration awards of up to \$300 each (\$300 for in-person and \$100 for virtual attendance)
 - discussed adding funds for clinical psychology outreach and advertising (e.g., banner for CPA conference)
 - Discussed creating a new award dedicated to clinical excellence among clinical psychology training students. Discussion was had surrounding different criteria from different graduate schools (e.g., Ms. Pankratz provided example of Marion and Morgan Wright Award from University of Manitoba). Criteria to be considered include: written statement by applicant detailing training experience, and reference letter from clinical supervisor. Proposal for award to named after a member of clinical psychology section who has a track record of clinical training excellence; call for nominations for award namesake to be put forth at ABM. Proposal for award to be worth \$1000. Dr. Fetzner volunteered to submit a draft of award criteria for summer 2022.
 - Dr. Fetzner to send preliminary budget for June 2022 to May 2023 to Dr. Sabourin or another clinical psychology section member to be audited prior to presenting to members at ABM.

9. Student Report (Lily Pankratz)

- Best Student Presentation Conference Awards
 - Discussed peer review process to adjudicate winner of award. Students from the same university are not to review one another's presentations. Each student will review 3 other student presentations. Ms. Pankratz will provide student presenters with rating forms which will include instructions.
- Ken Bowers Student Research Awards
 - Discussed criteria for award (e.g., research to be in the process of publication or having been recently published; student-led research project)
- Student Travel Awards
 - Discussed that 25 applications were submitted; the top 10 will be chosen and given awards. Priority to be given to individuals having to travel to Calgary AB from over 500kms of distance.
 - Ms. Pankratz, Dr. Fetzner, Dr. Sabourin, and Dr. Ames volunteered to review applications. Each reviewer was to review 12 to 13 applications and each application was to be reviewed by 2 reviewers with the aggregate of the 2 reviewers representing the application's score. Discussed that Ms. Pankratz was an applicant so she was to be reviewed by other reviewers.
 - Ms. Pankratz to send out reviewer forms to reviewers and to allocate applications to each reviewer.

10. Other Business

- Clinical executive members agreed to meet for an in-person breakfast/coffee at CPA conference on Friday June 17th at 0915-0930 at conference hotel.

11. Adjournment

- 1441: Proposed by Dr. Sabourin
- Seconded by Dr. Fetzner