

**CPA Section on Clinical Psychology  
Minutes of the Executive Committee  
Mid-Winter Meeting  
January 31<sup>st</sup> 2004**

**Present:** Mike Coons, Student Representative; David Dozois, Chair-Elect; Susan Graham, Member-at large; David Hodgins, Chair; Catherine Lee, Secretary-Treasurer; Kerry Mothersill, Past-Chair

**1.0 Approval of agenda**

David Hodgins called the meeting to order at 9:10 am and the agenda was approved (moved by Kerry, seconded by David, D. Carried).

**2.0 Approval of minutes from Executive Committee teleconference meeting  
September 12 2003**

The minutes of the September 12 2003 meeting were approved as written with corrections of the spelling of David Hodge's name (moved by Kerry, seconded by David D. Carried).

**3.0 Report from the Chair**

David H. announced that instead of presenting a report, issues would be addressed as agenda items below.

**4.0 Secretary-Treasurer's Report**

**4.1 Financial report**

Catherine presented the financial statement which is appended to the minutes. There is presently \$5,072.68 in chequing and \$3,906.77 in GICS.

The GICs mature in February and March 2004. It was decided that we should reinvest the GICs. Once information is received about possible terms, we will confirm the preferred term via email. ACTION: Catherine

**4.2 Membership**

In January 2004, there are 146 student members and 349 non-student members of the section, for a total of 495 members. CPA confirmed that membership fluctuates over the years, it is lowest in January and increases throughout the year. So although 495 is below our 2003 end of year figure of 612, it is above our January 2003 figure of 459.

Catherine reported that of the 146 student members, there are several who have graduated in recent years. According to CPA, student members are required to produce proof of student status at the time of their first registration with CPA. After that, CPA operates on an honour system, by which individuals are expected to inform CPA of their transition to non-student status. CPA has a policy of allowing graduates to continue paying student fees for one year if they are in a post-doctoral fellowship. In addition, CPA allows those in post-doctoral respecialization programs in clinical psychology to pay student fees. CPA is considering placing a notice in *Psynopsis* reminding students that they are expected to transfer their status on graduation. It was agreed that a letter will be sent to CPA expressing support for CPA taking action to remind student members of the necessity to change their status on graduation. A copy of the Clinical section letter to CPA will be sent to all section chairs.

## **5.0 CPA 2004 Convention program (June 10-12, 2004).**

### **5.1 Submission and review process**

David D reported that 116 submissions were received on-line. These included 6 conversation sessions, 2 theory review sessions, 91 posters, 14 symposia, and 3 workshops. Three submissions were rejected on the basis of poor scientific merit.

The reviewers for the Clinical section submissions were: Graham Reid, Peter Hoaken, Rod Martin, Tavis Campbell, and Kristin Von Ranson. Catherine Lee and Susan Graham had agreed to review the French abstracts, but none were submitted.

David D. reported that notices of acceptance should be sent out by CPA in the near future. It was agreed that timely notification should be a priority and that this issue will be raised at the meeting of Chairs of Sections.

We discussed issues related to on-line submission. CPA will be contacted to explore the possibility of submitting proposals for invited speakers via a different system.

David H presented the clinical section program. Once CPA has established the conference schedule, it will be possible to assign responsibilities for introducing Clinical section presentations. We agreed to do this at the spring teleconference call.

### **5.2 Ken Bowers Award submissions**

A list of student members will be sent to David D who will contact those students whose submissions have been accepted, inviting them to submit a paper for the Ken Bowers award.

### **5.3 Advertising for Pre-convention workshop**

Announcements will be sent to addictions facilities as well as to the Newfoundland Psychological Association.

#### **5.4 Photographer for Presentations**

We agreed on the importance of obtaining high quality photographs that can be reproduced in the newsletter and on the website. We agreed to assign photographic responsibilities for the different events at the spring teleconference.

#### **5.5 Update on CPA discussions concerning a summer institute**

David H. reported that no further information has been received from CPA.

### **6.0 Section Activities**

#### **6.1 Section Elections**

#### **6.12 Student Member process**

We reviewed the process decided at the 2003 ABM and agreed that the budget for the mid-winter meeting in 2005 should be adjusted accordingly.

#### **6.2 Call for Fellows**

David D. reported that the call for Fellows was sent out in the fall. It was agreed that we will review submissions in the spring teleconference.

#### **6.3 Revisions to descriptions of the roles of members of the executive.**

David H. distributed copies of the most recent descriptions of roles of the members of the executive. As the decision to include a Student representative was made at the 2003 ABM, no role description has yet been prepared.

##### *Secretary-Treasurer.*

We agreed that the role of distributing minutes outside the section should be given to the newsletter.

##### *Chair*

We agreed that the duty of organizing pre-convention workshop will be shifted to the Member at Large to avoid scheduling conflicts with the Chairs of Sections business meeting.

It was agreed that each member of the Executive will review the description of his or her role and will distribute an electronic copy to members of the executive.

We agreed to review the role descriptions at the spring teleconference. The past-chair will have copies of all positions that can be sent to those who are being considered for executive positions.

### **6.3 Media requests from CPA head office.**

David H. reported that media requests are regularly received from CPA and that we have been able to respond to many of these by identifying an appropriate member of the Clinical section. We agreed that facilitating media requests is an important public service as well as an advocacy activity. We agreed to publicize the media requests we have responded to in the report from the Chair in the newsletter.

It was agreed that members of the previous executives of the clinical section will be contacted about their willingness to receive media requests

### **6.4 Nominations for designated positions on the CPA board.**

David H. reported that sections are encouraged to make nominations for designated board positions. This process takes place in mid-July. We discussed strategies for identifying potential nominees. We agreed to discuss this issue in greater detail in the spring teleconference.

## **7.0 Section Projects**

### **7.1 List Serve Update**

Catherine reported that the List Serve continues to be used infrequently. We discussed various types of information it would be valuable to distribute via the listserve. We agreed to a one-year trial of posting Canadian job announcements. Those submitting job announcements will be asked to label the *Subject line: position opening at.....* We will review this in a year.

### **7.2 Clinical Section Brochure**

It was agreed that the Clinical Section Brochure should continue to be posted on the section website.

### **7.3 Fact Sheet update**

Susan distributed an update of factsheets that have been completed and those that are in preparation. In addition we agreed that factsheets should be solicited on the following topics: Male sexual dysfunction (Elke Reissing, U of Ottawa), Firestarters (Sherry McKey, CAMH), Working with refugees and victims of torture (Marta Young, U of Ottawa), Bipolar disorder (Martin Provencher), Coping with family member with psychopathology (David D & Catherine), Evidence-based treatments(John Hunsley, U of Ottawa).

We agreed to send a message through the listserv announcing that factsheets are available and listing topics.

We discussed ways to determine the usefulness of factsheets by determining the extent to which they are accessed and by inviting feedback from section members. First, we will ask CPA whether there are data on the number of hits on the factsheets.

#### **7.4 Members who have not renewed for 2004**

Catherine reported that CPA provided data indicating that membership renewals take place from December-March. It was agreed that we will send reminder notices to lapsed members in April. A list of lapsed members will be prepared in April.

#### **7.5 Web-Site Status—Liaison with David Hart**

It was agreed that the Member at Large will be responsible for liaising with David Hart to ensure the website is up-to-date.

#### **7.6 Psynopsis submissions (March 1, 50 words)**

It was agreed that the submission will focus on the upcoming conference, highlighting the Master clinician presentation. In addition, the availability of the factsheets will be noted.

### **8.0 Spring Newsletter**

#### **8.1 Summary of Executive Meetings (September 2003 and January 2004)**

#### **8.2 Summary of Clinical Section Sponsored presentations at 2004.**

#### **8.3 Response to Supreme Court Decision on spanking.**

#### **8.4 Distribution of Newsletter.**

We discussed the challenges encountered in emailing newsletters and the costs of mailing. A comparison of advertising revenues (\$600.00) vs. printing and mailing costs (fall newsletter: \$1478.23) indicates that the newsletter is consuming a significant proportion of the budget that might otherwise be directed to supporting student involvement or in advocacy activities. It is assumed that many members would be willing to receive the newsletter electronically if it does not take too long to download. We recognized that some members may prefer to receive a hardcopy. Following the practice that has been adopted by the College of Psychologists of Ontario, we could invite members to contact us if they prefer to have a hard copy mailed to them. We agreed to discuss the issue in the spring teleconference with Keith Dobson.

## **9.0 Advocacy Work Update**

Kerry reported he is scheduled to attend the Health Care Middle Management conference in Toronto on April 21<sup>st</sup> 2004. He will make a presentation on cost effectiveness of psychological services within health care teams.

## **10.0 Internship Stipend Update**

Mike reported on the large range of internship stipends across Canada. The average stipend for psychology interns in Canada is \$25,000. CCPPP has identified this as a priority. We talked about the complexity of the issue and possible ways that programs could support students in the application process such as by providing facilities for videoconferencing for interviews or by travel allowances. It was agreed that the Clinical section executive would recommend to the CCPPP Task Force that they seek data from CPA on levels of funding that students receive during their programs to enable comparisons with internship stipends.

## **11.0 Strategic Planning**

### **11.1 Travel bursaries for students.**

We discussed the possibility of offering travel bursaries. We will discuss this further at the spring teleconference.

### **11.2 CPA Website**

There was general agreement that there could be greater use of the CPA website as well as support for CPA's review of the website. We agreed that it would be beneficial if the list of accredited programs and internships included links to those programs and internships.

### **11.3 Advocacy and presenting a positive image of psychology**

We discussed strategies to enhance the profile of psychology. We discussed both national strategies and lobbying that could be carried out by CPA as well as small initiatives that individual members have employed at a local level. We agreed to discuss with the editors the possibility of having a special issues on advocacy included in the Newsletter.

We agreed to use the listserv to soliciting information from members on ways they have promoted a positive image of psychology.

We agreed that a suggestion sheet could be developed which would be distributed at conference and possibly through Newsletter. This will be discussed further at the spring meeting.

## **12.0 Spring Teleconference**

The spring teleconference is confirmed for April 26<sup>th</sup> from 10-12 MST 2004.

### **13.0 New Business**

#### **13.1 Canadian Health Services Foundation awards**

David Hodgins reported that CPA has circulated calls for nominations for Canadian Health Services Foundation awards. We agreed to nominate both John Hunsley and Keith Dobson (proposed by: Susan, Seconded: David D. Carried).

#### **13.2 Post-doctoral position in gambling research project**

David H. announced a Post-doctoral position coordinating a new gambling research project.

**The meeting was adjourned at 4:15 pm.**

Respectfully submitted.

Catherine Lee, PhD.  
Secretary Treasurer.