

CPA Counselling Psychology Executive Minutes
Thursday Jan. 26, 2017

Meeting called to order at 10:05 am Mountain Time
 Present: Anusha, Rob, Carlton, Theresa, José, Janet, Melanie
 Regrets: Lara

Item	Action	Person(s) Responsible
1. Approval of Agenda Moved: Anusha Seconded: José Approved as amended		
2. Approval of Past Minutes (October 2016) Moved: José, Anusha Approved as amended		
3. Business Arising from Previous Meeting Minutes a. Terms of Reference Updates to terms of reference were discussed. It was noted that the revisions need to be finalized next exec meeting, to distribute them to the membership in time for the Annual Meeting b. Upcoming vacancies on executive Discussion of attempts to recruit people so far. No firm takers. We will continue asking people in our networks about standing for election	everyone to review the descriptions of their own roles in the ToR, and send feedback to José Research consistent nomenclature for the Exec, Meeting, and Section, and send to José Integrate all additional proposed changes, and the document from Lara into a single document for further discussion Keep asking people	Everyone Anusha José Everyone

<p>c. Decline in membership Theresa has written a benefits of membership article, which was included in latest edition of the newsletter. Rob sent newsletter to all terminal CPSY master's programs in Canada (from CCPA web-site) for distribution</p> <p>Next we need to distribute the newsletter to the master's programs co-located with the 5 doctoral programs, Rob will do UBC, Anusha will do U of C, Rob will ask his connection @ OISE, Anusha will ask her connection @ McGill, and José will ask his connection @ U of A</p> <p>d. Archive committee Work is on hold, pending (a) obtaining the documents that already exist and (b) discussion of what we want to do with the next steps in the project</p>	<p>Find information on University Counselling Centres in Canada (maybe going through Universities Canada or use the McLean's list), and then distribute Spring newsletter to their staff and students</p> <p>Distribute newsletter through connections in the 5 other programs</p> <p>Connect with CPA student reps across country with information about our section</p> <p>Connect with CPA faculty reps across country with information about our section</p> <p>Rob will send to the rest of the exec a copy of the intro letter that he sent the master's programs as a template for what we should ask the people that we will contact.</p> <p>Leading up to the conference in June, we will create a list of Toronto-area counselling psych-related graduate programs and do a mail-out to them, at beginning of April</p> <p>Rob will locate missing flash drive with the documents</p> <p>Contact previous people involved with the archive project to see if there are any additional physical or electronic</p>	<p>Carlton</p> <p>Rob, Anusha, Jessica</p> <p>Theresa</p> <p>TBA</p> <p>Rob</p> <p>Maybe Lara, as she is familiar with the geography of the area?</p> <p>Rob</p> <p>Janet</p>
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	documents	
	Develop ideas for where we want to take the archive project next	Everyone
<p>6. New Business</p> <p>a. Coordinator awards & nomination Due to Lara's unexpected absence and the time-sensitive nature of the issue, the proposal to change the convention poster adjudication process discussion will take place over email.</p> <p>b. Chair update Progress is being made on planning a Summit for the Section. The sub-committee is addressing logistical questions about whether it is viable to host it in conjunction with/around the ICAP conference.</p> <p>2017 Convention: We have received 10 session-hours of time for symposia</p> <p>We will submit the May 2016 of Kaleidoscope for CPA's 2016 newsletter award:</p> <p>c. 2017 budget Discussed and amended the proposed budget to ensure it is balanced.</p> <p>Motion to Approve financial report and budget as amended Seconded: Rob Approved</p> <p>d. Student initiatives Theresa has completed the CPA presentation. Discussion ensued about potential publication venues and formats for it.</p> <p>Discussion about whether or not to host a CP Section student social at the convention.</p> <p>e. Newsletter</p>	<p>Review and discuss Lara's emailed proposal.</p> <p>Submit issue for award</p> <p>Submit financial report and 2017 budget</p> <p>Contact the editor of Psynopsis about the possibility of writing an overview for publication in the magazine.</p> <p>Theresa will consider the possibility of a social and present a proposal for discussion at the next Exec meeting</p>	<p>Everyone</p> <p>Anusha</p> <p>José</p> <p>Theresa</p> <p>Theresa</p>

<p>Janet would like each of us to submit our reports for the next newsletter. All material should be in the newsletter by February 15.</p> <p>Discussion about the article series on internship sites. We will have an article from a current intern at Memorial for the next issue and potentially a follow-up article from one of the staff at the site the following issue.</p> <p>Suggestion for an article about the Summit, preferably written by a Summit committee member who is not also a member of the Executive.</p> <p>Suggestion about a new series geared towards practitioners, talking about what it is like for a counselling psychology working in X setting. (e.g., what is it like for a counselling psychologist working in a forensic setting).</p> <p>Tabled: Discussion about the role of the blog: Do we want to make it more dynamic and engaging?</p> <p>f. Keynote Selection Process</p> <p>Tabled</p>	<p>Submit Exec member reports for newsletter.</p> <p>Approach Summit sub-committee members about writing something</p> <p>Janet will ask Lara if she is willing/able to write up the first article in the series.</p>	<p>Everyone</p> <p>Anusha</p> <p>Janet</p>
<p>7. Next Meeting: Mid-April. Anusha will send a doodle poll.</p>		
<p>8. Adjournment. Meeting adjourned at 12:15 Mountain Time</p>		