CPA - Counselling Psychology Section Executive Meeting Minutes

Friday December 3rd, 2021@ 12:00 PM MST

Present: Tanya Mudry (chair), Marvin McDonald (past-chair), Houyuan Luo (chair-elect), Danielle Brosseau (secretary-treasurer), Jessica Van Vliet (convention coordinator), Franziska Kintzel (student rep)

Absent: Janet Miller (member-at-Large awards)

Called to order: 12:04pm

Item	Action	Person(s)
		Responsible
1. Approval of Agenda and Minutes from Last meeting		
Agenda approved.		
Minutes approved.		
2. Accreditation Update (José Domene, noon MST)		
José Domene was invited to provide a general update from the accreditation panel. To sum: The standards review process began in 2017 and have led to a process of revising and updating the accreditation standards with broadening consultations occurring over time.		
Consultations with stakeholders have included directors of training, training sites and various sections within CPA, including the counselling psychology section.		

Year-end 2021 is the official deadline of public consultation on accreditation standards. Working towards submission to board for approval early in 2022.

Houyuan Luo Provided an update on the Counselling Psychology section work on accreditation standards feedback: Concerns from our section raised regarding a lack of specification around human rights. Ongoing conversations with SWAP. Working on formally writing up feedback. Next steps: (1) reach out to other sections toward establishing a joint proposal; (2) invite feedback from the Canadian counselling psychology google group (~130 counselling psychologists).

José spoke about the work of the accreditations panel more generally:

- The work of the accreditation panel is to engage with specific programs to see how their program meets the standards and how they are implementing those standards in their policies and procedures.
- Encouraged the participation of more counselling psychologists and other sections interested in promoting social justice to become involved with the accreditations panel

There are accreditation panel and site visitor roles (question as to whether participation requires an affiliated with an accredited program). The panel represents Clinical psych., Counselling psych., school psych. and neuropsych. disciplines. Both Anglophone and Francophone site visitors are involved.

Pre-COVID calls for site visitor training occurred at the CPA annual convention.

Discussed the idea of:		
organizing a site visitor training for a group of interested		
section members		
inviting Stewart Madon to provide an update and		
information about the process		
Stewart Madon		
Ph.D., C.Psych.		
accreditation@cpa.ca		
Tel: 613-237-2144 ext. 333		
The panel information: https://cpa.ca/accreditation/contactus/		
3. Kaleidoscope		
Fall edition was released at end of November.		
Thank you to everyone for your submissions!		
Thank you to Janet for your hard work!		
	Email Stewart	Mac
Contact Stewart Maddon for newsletter involvement.	Eman Stewart	Iviac
A .' 1 C 1 ' ' 1 11 '15 1	Write exec updates	All
Articles for submission needed by mid-February.	write exec updates	All
• Consider a timeline that facilitates time for nominations of		
thesis and dissertation awards.		

4. Convention Business		
a. Submissions: # of submitted will be updated to December 10, 2021		
38 submissions to-date.		
Discussion: Convention format for submissions (background, methods, results, conclusions etc.) does not fit all forms of research equally well. Jessica will communicate with reviewers to be quite flexible when submissions do not conform fully to the format.	Request flexibility from reviewers regarding adherence to the abstract submission categories	Jessica
b. Reviewers: recruitment, Jessica should be online as a coordinator to add reviewers		
Question: Are reviewer deadlines adjusted in lieu of delayed submission deadline? Follow-up inquiry required.	Reviewer deadlines	Jessica
10 reviewers volunteered to-date.		
c. Keynote update & PCPDW honorarium budget (see attachment, Vote)		
Discussed plans to establish a consistent honorarium for the section invited speaker (keynote) from year to year. Discussed honorarium for preconference workshop (see attachment "Review_Instructions_SectionChairs").		
Offering up to \$1,000 honorarium for keynote and preconvention workshop. Amount may differ if speaker involvement is limited to the keynote or if section finances limit ability to		

extend this level of honorarium. By offering the keynote, the speaker's registration fee is covered.		
Motion (Danielle): Offer a \$1,000 honorarium to the 2022 section invited speaker who will be invited to provide a keynote address (section featured speaker) and pre-convention workshop. Motion passed unanimously.	Follow-up with offer and support letter for invited speaker	Tanya
d. Section convention agenda: AGM (required, keynote, & reception)		
Options: Section Program: Section Annual Meeting (55 minutes), Section Chair Address (55 minutes), Section Featured Speaker Address (55 minutes), Section Invited Symposium (55 minutes), Section Award and Reception (55 minutes), and Section Reception (55 minutes)		
Differed year to year. Typically, AGM followed by a section reception with catering. Awards announcements can be made at reception or during the AGM. The section invited speaker address has also been included in this grouping (e.g., after AGM) some years.	Request AGM, reception and invited speaker programming to be scheduled.	Tanya
5. Additional items (as time allows)		
Listserve		
Houyuan Luo: Google listserve discussions are on-going. Greater participation by section exec. members would be helpful to facilitate more discussion.	Participate in listserve	ALL

 Spring Newsletter mid-February deadline (submissions in the week following section meeting) 	To be set following section meeting date and in consultation with Janet	Tanya
 Budget update and planning? No time for this discussion – deferred to Winter 2022 meeting Winter 2022 meeting. 2nd or 3rd week of February. Doodle will be sent out to confirm. 	Send doodle for scheduling early-mid February meeting.	Tanya
6. Adjournment; date for next meeting		
Adjourned at 1:27pm.		

Minutes prepared by Danielle Brosseau