CPA - Counselling on Psychology Fall Executive Meeting Minutes

Monday Oct 6th, 2021 @ 12:00 pm MDT

Present: 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: 12:02pm

Item	Action	Person(s) Responsible
Approval of Agenda Agenda approved.		•
2. Approval of Minutes (Friday May 28 th , 2021) Motion to approve minutes. Motion carried.		
3. Introductions and Welcome to New Members		
4. NewsletterContent: Finalize planning for fall newsletter		

Conference summary: Tanya to write-up	Newsletter contribution re:	Tanya (& Danielle)
Danielle to send Natasha email regarding pictures and comments on workshop for Tanya to include in summary.	conference summary	
 Accreditation standards recommendations summary: Houyuan Notices for Research Projects, awards, articles 		Houyuan
Updates from each executive member are needed. • Please submit to Janet by October 15	send updates and pictures to Janet for fall newsletter	ALL
 Discussed frequency of newsletters and possible themes. Agreed to 3 editions per year (early in the new year, spring and fall) Open to special issue topics 		
Invite newsletter contributions from individuals involved in the following CPA efforts: - Black Psychology (Mac to reach out). - Human Rights and Social Justice (Tanya to reach out).	Invite specific newsletter contributions	Mac Tanya
Tanya to send a listserve email to invite newsletter contributions.	General call for newsletter contributions	Tanya
 Deadlines to remember for newsletter: - CPA conference deadline (December 3 for abstracts) - CPA fellow nomination deadline is November 30. Typically, the awards coordinator, would take on the responsibility of coordinating the nomination materials. The chair would typically write one of the supporting letters. - Section award deadlines are in the spring. 		

Remaining questions	Follow-up with a question to CPA convention coordinator	Mac
5. Executive Members Projects		
Reminder for executive members to be planning for a special project during their tenure. Examples of previous projects both big and small: Previous executive members planning and hosted CCPA. Janet, Danielle and Payden organized panel presentations at the 2020 CPA convention.		
Discussed the possibility of having section members who are not CPA members. Noted how this would enable more access to training and events hosted by the section.	Circulate document on the new policy.	Tanya or Mac?
Franzi and Danielle are updating the 'What is Counselling Psychology Section' presentation. - content update - format update to short Q&A segments (~5min) - could include question related to section membership - consider inviting influential leaders in counselling psychology in Canada to participate in a Q&A - provide links to Masters programs in Counselling Psychology and CPA accredited doctoral programs	What is counselling psychology presentation work	Franzi and Danielle
Houyuan project – online group, e.g., social media platform to encourage membership engagement. Discussed the benefits for communication and increased membership if the online community of Canadian counselling psychologists that was not a formal group within CPA.	Set up listserve	Houyuan

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Houyuan also introduced a project idea related to the discrepancy in numbers of BIPOC students in psychology at the undergraduate vs. graduate levels. Considering a research project investigating barriers to graduate level study in psychology for BIPOC students.		
6. Budget update		
Reviewed financial position – surplus due to two online conventions.		
Update on membership dues received to-date: approximately \$6,700		
Reviewed section dues and agreed to keep them stable at the current rate.		
Update on section membership from Tanya: 466 members		
7. Webinars?		
Ideas discussed regarding the use of surplus funds to offer additional training either as a pre-convention summit or workshop or online webinar. Discussed idea of a webinar focused on the accreditation process. Mac will initiate conversation via email.	Initiate conversation via email regarding idea of accreditation webinar.	Mac

8. CPA 2022 Calgary		
Discussed interest in hosting a preconvention workshop.		
Identified the need to invite a keynote speaker. Agreed to brainstorm possible keynote speakers via email.	Start an email discussion thread	Tanya
Keynote deadline is the same December 3 rd abstract deadline. Agreed it would be ideal if the keynote could provide an invited address to the section and a preconvention workshop.		
Discussed the possibility of a Counselling Psychology Section Summit before the CPA conference. Brainstormed possible themes for a summit. Suggestion for a focus on BIPOC students/professionals.		
9. Housekeeping business		
Question: Can approval of AGM minutes and other housekeeping business from the AGM meeting be completed using the listserve prior to the next AGM?		
Review terms of reference (being revised) and bylaws to know if we can send the AGM minutes out early for approval. CPA electronic vote for section members is possible. Mac will ask about that procedure.	Inquire about procedures for possible early approval of AGM minutes.	Mac
10. Future Business		
Conference planning		T.
• Next exec meeting in December – to be planned via email.	Email to coordinate December executive meeting	Tanya

Minutes prepared by: Danielle Brosseau