

**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

<b>Item</b>	<b>Action</b>	<b>Person(s) Responsible</b>
<b>1. Approval of Agenda</b>  Agenda approved.		
<b>2. Approval of Minutes</b> (Friday May 28 <sup>th</sup> , 2021)  Motion to approve minutes. Motion carried.		
<b>3. Introductions and Welcome to New Members</b>		
<b>4. Newsletter</b>  <b>Content:</b> <ul style="list-style-type: none"><li>• Finalize planning for fall newsletter</li></ul>		



<p>Remaining questions</p> <ul style="list-style-type: none"> <li>• Confirm CPA awards deadline</li> <li>• whether or not the 2022 convention will be FULLY in person or also online</li> </ul>	<p>Follow-up with a question to CPA convention coordinator</p>	<p>Mac</p>
<p><b>5. Executive Members Projects</b></p> <p>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.</p> <p>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.</p> <p>Franzi and Danielle are updating the ‘What is Counselling Psychology Section’ presentation.</p> <ul style="list-style-type: none"> <li>- content update</li> <li>- format update to short Q&amp;A segments (~5min)</li> <li>- could include question related to section membership</li> <li>- consider inviting influential leaders in counselling psychology in Canada to participate in a Q&amp;A</li> <li>- provide links to Masters programs in Counselling Psychology and CPA accredited doctoral programs</li> </ul> <p>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.</p>	<p>Circulate document on the new policy.</p> <p>What is counselling psychology presentation work</p> <p>Set up listserv</p>	<p>Tanya or Mac?</p> <p>Franzi and Danielle</p> <p>Houyuan</p>

<p>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.</p>		
<p><b>6. Budget update</b></p> <p>Reviewed financial position – surplus due to two online conventions.</p> <p>Update on membership dues received to-date: approximately \$6,700</p> <p>Reviewed section dues and agreed to keep them stable at the current rate.</p> <p><b>Update on section membership from Tanya: 466 members</b></p>		
<p><b>7. Webinars?</b></p> <p>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.</p>	<p>Initiate conversation via email regarding idea of accreditation webinar.</p>	<p>Mac</p>

<p><b>8. CPA 2022 Calgary</b></p> <p>Discussed interest in hosting a preconvention workshop.</p> <p>Identified the need to invite a keynote speaker. Agreed to brainstorm possible keynote speakers via email.</p> <p>Keynote deadline is the same December 3<sup>rd</sup> abstract deadline. Agreed it would be ideal if the keynote could provide an invited address to the section and a preconvention workshop.</p> <p>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.</p>	<p>Start an email discussion thread</p>	<p>Tanya</p>
<p><b>9. Housekeeping business</b></p> <p>Question: Can approval of AGM minutes and other housekeeping business from the AGM meeting be completed using the listserv prior to the next AGM?</p> <p>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.</p>	<p>Inquire about procedures for possible early approval of AGM minutes.</p>	<p>Mac</p>
<p><b>10. Future Business</b></p> <ul style="list-style-type: none"> <li>• Conference planning</li> <li>• Next exec meeting in December – to be planned via email.</li> </ul>	<p>Email to coordinate December executive meeting</p>	<p>Tanya</p>

<b>11. Adjournment</b> Adjourned at 1:08pm.		

Minutes prepared by: Danielle Brosseau