

CPA - Counselling on Psychology February Executive Meeting – Minutes

Friday February 11, 2022 @ 1:00 PM MST

Present: Tanya Mudry (chair), Marvin McDonald (past-chair), Houyuan Luo (chair-elect), Danielle Brosseau (secretary-treasurer), Jessica Van Vliet (convention coordinator), Janet Miller (member-at-Large awards),

Regrets: Franziska Kintzel (student rep)

Item	Action	Person(s) Responsible
<p>1. Approval of Agenda and Minutes from Last meeting Agenda approved.</p> <p>Minutes approved.</p>		
<p>Kaleidoscope</p> <p>Tanya Submitted the Fall Kaleidoscope newsletter to the CPA competition.</p> <p>Deadline for updates and articles - Feb 18, 2022</p> <ul style="list-style-type: none"> - New executive member invite reminder. <p>Discussion focused on whether or not to require associate membership.</p> <ul style="list-style-type: none"> - Students are invited to submit regardless of membership – due to CPA membership fees. - Janet noted a submission that required executive consultation/review regarding fit. Also from an international author. 	<p>Look back into the non-CPA (associate) membership.</p> <p>Janet will send potential article for review.</p>	<p>Mac</p> <p>Janet All review</p>

<p>Future Newsletter ideas:</p> <ul style="list-style-type: none"> - Partner with other sections – Indigenous Section or new Black Psychology joint newsletter. - History of Counselling Psych Section. <ul style="list-style-type: none"> o Google doc to re-trace – folks like Ada, Jose, and Anusha could add. <p>May Newsletter</p> <ul style="list-style-type: none"> - Focus on International student perspectives – special issue (next edition – May). No requirement to be a member of CPA/Counselling sec. Invite a Counselling psychology slant. - Program for convention (Jessica & Janet – CPA website snapshot) <ul style="list-style-type: none"> o New executive member invite reminder o AGM, keynote location o Section chair address etc. - Deadline – May 13th, 2022. <p>Question around if the website is up-to-date.</p>	<p>Coordinate with Indigenous and Black Psych Section – jointly.</p> <p>Set up google document.</p> <p>Invite international students to submit articles. Remind again before the deadline – with a blurb for University coordinators.</p> <p>Send webmaster – minutes and newsletters.</p>	<p>Janet</p> <p>Tanya</p> <p>Tanya and Janet (newsletter)</p> <p>Tanya</p> <p>Tanya</p>
<p>2. Convention Business</p> <p>Jessica reported that all reviews are done, everyone was on time. Thank you to CPA for the support! Thank you to reviewers!</p> <p>CPA will let Tanya know about the AGM and keynote room etc.</p> <p>Discussion about honorarium 4 years ago – accountant interpretation – no honorarium. Was going to go back to accountant to responsibly and legally support executive work. Tanya emailed Cara re: funds for this use.</p>	<p>In March newsletter, thank the reviewers for participating. Will email reviewers for permission.</p>	<p>Jessica</p>

<p>3. Awards</p> <p>Tanya and Janet nominated Anusha for CPA fellow.</p> <p>Deadline for awards is April 15th</p> <ul style="list-style-type: none"> - Tanya would like to nominate Janet for Distinguished member, for her many years of service and role as newsletter editor. Adjudication coordinator will have to be different for this award. - Suggestion that we include Bachelor’s research project – for award. Should relate to counselling psychology- include a statement about how its related. Relevance to counselling psychology. - Everyone should include rationale for counselling psych. Would have to change the wording – to include undergrad psychology program. 	<p>Adjudication coordinator step in for distinguished member.</p> <p>Motion for ongoing undergraduate awards: undergraduate poster and undergraduate research project awards. Email for Vote.</p> <p>Change the wording of the invitation for Bachelor’s research project.</p>	<p>Mac</p> <p>Tanya</p> <p>Janet</p>
<p>4. Budget update and planning</p> <p>Tanya sent an email to Cara to clarify conference travel or registration expenses for section executive members. Previously – section executive members were provided with \$500 toward conference expenses. Marvin noted, CRA restriction on use of funds. Now in the first year of implementation. Instead of conference travel support, propose that section executive members (including student representative) receive a \$300 yearly honorarium for participation on the executive.</p> <p>Danielle gave an update on the budget. Membership is up again and dues are up, and expenses have been lower with COVID and virtual conferences. We are waiting on CPA for</p>	<p>Voting on budget by email</p> <p>Quotes for video editing.</p>	<p>Danielle/Tanya</p> <p>Mac and others</p>

<p>budget carry-over decision. Danielle increased budget for catering.</p> <ul style="list-style-type: none"> - 390 members as of today. <p>Budget surplus suggestion: video editor for the “what is counselling psych” presentation – bite size pieces – professional video. Interviews etc. Prior suggestion – webmaster support</p>	<p>Email discussion re: other ideas to use budget.</p> <p>Final decisions tabled to next meeting.</p>	<p>All</p>
<p>5. Executive transitions and planning</p> <p>Franzi and Danielle – end of term in June. Tanya will be on maternity leave. Tanya may need support during conference depending if baby arrives early.</p>	<p>Newsletter announcement – available roles.</p> <p>Review bylaws and meet with Tanya.</p> <p>Further discussion next meeting</p>	<p>Tanya</p> <p>Mac</p>
<p>6. Additional items for next meeting</p> <p>a. Conference Planning</p> <p>b. Additional Priorities</p>		
<p>7. Adjournment; date for next meeting</p> <ul style="list-style-type: none"> - Meeting – first week of may – doodle poll to follow. - Houyuan might be away – if so, Tanya will touch base re: meeting. Record meeting. 	<p>Send doodle.</p>	<p>Tanya</p>

Minutes prepared by Tanya Mudry