

**CPA - Counselling Psychology Executive Meeting – Minutes**

**April 19 (Friday) 2024 at 11 am – 12:30pm (Mountain Time)/10 am (Pacific Time)/1 pm (Eastern Time)**

Present: Allison Foskett (chair), Houyuan Luo (past-chair), Kirby Huminuik (chair-elect), Katie Bradley (member-at-large: convention coordinator), Sonya Flessati (member-at-large: awards coordinator), Jon Woodend (secretary/treasurer); Thomas Qiao (student representative); Janet Miller (newsletter editor).

Regrets: None.

<b>Item</b>	<b>Action</b>	<b>Person(s) Responsible</b>
<b>1. Introductions and Welcome</b> a. New interim Chair-Elect, Dr. Kirby Huminuik		
<b>2. Approval of Agenda and Minutes from Last meeting</b> a. Called to approve agenda: Motion passed b. Approval of Feb 2024 minutes: Approved	Upload approved minutes	Jon
<b>3. Budget Planning</b> a. Budget updates i. Fewer membership fees than previous years/anticipated ii. Requires reconsidering budgeted items for this year b. Webinar revenue? i. Only 1 paid attendee, may have joined section and be reflected in membership fees c. Consider SSHRC funding for newsletter and events	Map 10-year trends of membership  Look into options for catering  Explore options	Jon  Allison  Jon & Allison

<ul style="list-style-type: none"> <li>d. Launching of Affinity Space at CPA <ul style="list-style-type: none"> <li>i. Consider for the future</li> </ul> </li> </ul>		
<p><b>4. Webinars - updates</b></p> <ul style="list-style-type: none"> <li>a. Completed - (Dr. Sarah Nutter’s webinar on Weight Stigma - April 15<sup>th</sup> at 3pm PT - for CE credits) <ul style="list-style-type: none"> <li>i. Well-attended and engaged webinar</li> </ul> </li> <li>b. Disability documentation? Dr. Reena Chopra?</li> </ul>	Follow up with Dr Chopra	Houyuan
<p><b>5. CPA Annual Report</b> – (due by Apr. 29) – 3 highlights from our section’s activities. Special projects:</p> <ul style="list-style-type: none"> <li>a. Updating evidence-based practice workgroup</li> <li>b. Updating counselling psychology definition workgroup</li> <li>c. Indigenization resource in the newsletter</li> <li>d. Finalizing section history resource (RA work)</li> <li>e. Continuation of webinar series</li> </ul>	Finalize and send highlights	Allison
<p><b>6. CPA 2024 Ottawa (Jun 21-23<sup>rd</sup> at Westin)</b></p> <p>June 21, 2024, Friday</p> <ul style="list-style-type: none"> <li>a. <b>14:30-15:25pm</b> - Poster sessions: <ul style="list-style-type: none"> <li>i. Sonya planning to be present but may need a back-up due to flights; Katie offered to step in if needed</li> <li>ii. Encourage presenters to come to the AGM</li> </ul> </li> <li>b. <b>16:00-16:55pm</b> – Section Featured Speaker – Dr Gwendolyn Villebrun</li> </ul>		

<p>c. <b>17:00-17:55pm</b> – Section Annual meeting  -Everyone – provide updates (Allison to create a power point)  -Nominations (for new Chair-Elect, Treasurer and Student Rep.). Any leads/ideas?  -Process at AGM?</p> <p>d. <b>18:00-18:55pm</b> - Section Award and Reception  i. Catering for our Awards Ceremony (awaiting to hear from CPA on this).</p> <p>e. Executive Meeting/Dinner for us?  f. Other conference planning</p>	<p>Send Allison respective slides</p> <p>Consider schedules</p>	<p>Everyone</p> <p>Everyone</p>
<p><b>7. Awards</b></p> <p>a. Awarded: Dr. Gina Wong for CPA Award for Public, Community Service and Human Rights and Social Justice in Psychology</p> <p>b. Distinguished Member Award?</p> <p>c. Best undergraduate thesis, master’s thesis and dissertation awards?  i. Allison, Janet, Jon can serve as adjudicators along with Sonya</p> <p>d. Poster Awards at CPA (evaluators needed)?</p>	<p>Confirm eligibility of nominees</p> <p>Send email to previous evaluators</p>	<p>Sonya</p> <p>Sonya</p>
<p><b>8. CPA workgroups</b></p> <p>a. Evidence-based practice workgroup (Houyuan)</p>		

<ul style="list-style-type: none"> <li>i. The evidenced-based practice workgroup has officially started</li> <li>ii. Two sub-committees, one is qualitative research, the other is Indigenous ways of knowing.</li> <li>iii. Jon is leading the qualitative research subcommittee. The Indigenous subcommittee is still discussing, they need to involve and consult more Indigenous scholars and community members to determine the next appropriate steps</li> </ul> <p>b. Counselling Psychology definition workgroup (Allison)</p> <ul style="list-style-type: none"> <li>i. Working Group has been formed (8 members)</li> <li>ii. Initial Working Group meeting – April 18, 2024</li> <li>iii. Continuing to seek Indigenous representation/engagement before moving forward</li> </ul>		
<p><b>9. Student Representative (Thomas) – Research Project</b></p> <ul style="list-style-type: none"> <li>a. Draft of ethics application completed</li> <li>b. Opening up eligibility for those who have graduated within the last 5 years</li> </ul>	Review interview questions	Jon
<p><b>10. Section Newsletter - Kaleidoscope</b></p> <ul style="list-style-type: none"> <li>a) Due by April 29<sup>th</sup> 2024</li> <li>b) Indigenous Resources column – rotate among executive members</li> </ul>		

c) Introduction write-up – Dr. Kirby Hominuik d) Feature on keynote speaker (Dr Gwendolyn Villebrun)	1 page write up  Write up	Kirby  Allison
<b>11. Date for Next Meeting &amp; Adjournment</b> a. Next meeting to be determined post AGM		

Minutes prepared by: Jon Woodend