

Canadian Psychological Association
Section for Students in Psychology Executive - October Conference Call
AGENDA

Wednesday March 25th, 2015
6:00pm EST



1. Welcome and Attendance
 - a. Todd, Michelle G, Michelle R, Zarina, Marie-Pier
2. Elections (Michelle G.)
 - a. Qualification of elected candidates
 - b. Michelle R. and Michelle G have tabulated all the votes.
 - c. Undergraduate Affairs winner not eligible as not a student in the upcoming school year (yet), as required by bylaws.
 - i. Options:
 1. Keep her and see how it goes.
 2. Keep her on the condition that she gets into grad school in the second year of her term.
 3. Revote.
 4. Move to the second place winner.
 - ii. Option #2 voted and decided upon. Results to be announced shortly after. Michelle G to revise the bylaws to avoid this issue in the future.
3. Business Proposal and Board Management of Funds (Zarina)
 - a. Based on projected # of students at conference (~1800) and expected the \$5 increase was to be ~\$13000 incl. the \$4500 overhead by CPA.
 - b. New breakdown of how funds are to be spent was passed.
 - c. Each year, we must provide a report for consultation that ensures that there is no overlap with other programs by CPA and to ensure that there is an update to awards and grants provided by CPA.
 - d. Section Liaison is Kara.
 - e. CPA has suggestions
 - i. Re: faculty representative
 - ii. 50 awards/\$100 proposed, can be used for Ottawa convention.
 - f. How do we retain student members? I.e., are they transitioning from student to professional members? Survey proposed to assess these numbers and demographics.
 - g. Translation approved. Michelle R. has come up with a list of sections that need to be changed. Will touch base with Michelle G.
4. CPA Convention Ottawa, June 4-6, 2015
 - a. Who is attending?
 - i. Marie-Pier, Michelle R., Zarina, and Michelle G., Lindsey are attending.
 - ii. Missy & Todd will not be attending.
 - b. Workshops

- i. Grad School/Networking Workshop: Marie-Pier
 - ii. Funding Workshop: Zarina
 - iii. Research without Money: Marie-Pier, Lisa (Head Office) and Michelle G.
 - iv. Keynote: Marie-Pier as liaison to speaker. Short bio and headshot to be requested.
 - c. Student Social
 - i. Location: Marie-Pier and Lindsey have looked into the 3 Brewers. Free to rent; need to check if they are free on that day.
 - 1. Marie-Pier to contact them to reserve Thursday, June 4 at 7:30 and June 5 (early evening) and re-confirm the specific date later.
 - ii. Rethinking structure of social to include more structured activities and make it more conducive to networking. E.g., trivia night?
 - 1. Should we table for next year?
 - iii. CSBBCS/CPA Mixer? (Zarina)
 - 1. Friday evening: joint social/networking event proposed.
 - 2. Head Office wants to do a social on the Friday and has requested we do not plan any overlapping events.
 - iv. Michelle G: we are going to book 3 Brewers in case we are planning this alone. Zarina to be in touch to determine logistics of this potential combined event (likely near Carleton). We only have money to hold one of the two.
 - v. Alternatively, we could start a social early on the Friday that would not overlap with the CPA social and the other conference attendees would be there.
 - vi. Combined trivia night at a local restaurant/bar that is time-limited and then people can go their separate ways on Friday.**
 - vii. Zarina to suggest this joint trivia night
 - d. Award coordination
 - i. MindPad Aware: articles are reviewed by two blind reviewers and then they are announced. Chair-Elect to coordinate. (1 at \$150).
 - ii. Travel awards need to be determined. Two people rank on all applications on two criteria and determine the top individuals to receive them. Chair-Elect to coordinate. (20 at \$250).
 - iii. Best Poster (undergraduate and graduate). Awarded at the convention; need three individuals to review them. The Chair-Elect coordinates this. Attend poster session (two people read each), and then determine the winners after the convention is over. (2
 - iv. Assistance from the Past-Chair with (i)
 - v. There's a lot of reviewing to be done. Deadline for review should be set at May 15.
5. MindPad Update (Missy)
- a. See Missy's email
 - b. Third issue going forward and she is handling that.

6. New and Continuing Initiatives
 - a. Newsletter
 - i. Get the next issue out before the convention (call for submissions has been sent out, but nothing has been submitted yet.) - April 15
 - ii. Email Michelle(s) if anyone has anything to add to it.
 - b. Mentorship program (Zarina)
 - i. Evaluation process of the mentorship program in the works.
 - ii. Advertisements will be given out at the convention for a launch soon after. Printing to be discussed over email: Missy, Michelle G, and Michelle R.
 - c. By-laws
 - i. Too specific when presented to the board. A new draft version is in the works by Michelle R.
7. Other Issues/New Business
 - a. None proposed.
8. Next Meeting
 - a. May meeting is the next one to ensure all is ready for the convention. Doodle to go out before.