Canadian Psychological Association
Section for Students in Psychology Executive - May Conference Call
AGENDA
Thursday May 14th, 2015
5:00pm EST

1. Welcome and Attendance
   Todd, Zarina, Michelle G., Michelle R., Lindsey

2. CPA Convention Ottawa, June 4-6, 2015
   a. Workshops
      i. Funding Workshop Update (Zarina):
         - Michelle, Marie-Pier and Zarina just finished the first draft of the workshop. No guest speaker.
      ii. Grad School/Networking Workshop Update (Lindsey):
         - Marie-Pier and Lindsey are preparing. Marie-Pier is taking care of the applying to grad school section; Lindsey is covering the networking section. Should be relevant to both grad school and job search. Panel not needed.
      iii. Research without Funding Workshop Update (Michelle G, Marie-Pier, and Head Office):
         - Important that there is good attendance; encourage participation especially for this session.
   b. Student Social
      i. Fox and the Feather Grill *booked*
         - 7pm (to approximately 9:30/10pm)
         - Trivia: Michelle G. to come up with trivia questions and to send the questions to the executive for review.
         - Michelle R. will be assisting with the hosting and running the trivia event.
         - Lindsey & Zarina will be committed elsewhere.
      ii. Prizes
         - Ideas: drink tickets or <u>gift certificates</u>
         - CPA has concerns with being associated with drink tickets & free drinks.
         - Will need to have a number of gift certificates/drink tickets reserved for the team (max of 6).
         - Restaurant gift cards to be purchased (Michelle G) - $10
         - Prizes throughout the night as well: Tyler will bring a bag of swag to giveaway during the social event.
   c. Gift Cards for Guest Speakers
      i. Keynote speaker: $50 proposed
      ii. Guest speaker for funding workshop: $25 proposed
      iii. Michelle G. to purchase these gift cards to Chapters.
   d. Award coordination
      i. Poster session – Saturday @ 10:00am (reviews needed)

- Read poster and listen to their speech for the poster evaluation. There are 4 submissions and 5-10 minutes are expected for each.
- Coordination is to be handled by Zarina and Michelle G.
- Adjudication sheet is in the Dropbox folder: Zarina to print 10 copies.
- If there is a French one, Marie-Pier may be needed to review.
  e. Payment and budget:
    i. If you paid for anything for the Section, a photocopy/picture of the receipt should be submitted to Todd, who will process reimbursements with Head Office.
    ii. Budget to be updated as receipts go in.
    iii. Todd to submit a post-convention financial report.
  f. Pictures: take them.
  g. SCHEDULE

Thursday:	2:00pm – Graduate School/Networking Workshop	
	7:00pm – Student Social	
Friday:	10:00am –Research without Funding Workshop	
	1:30pm – Keynote Speaker	
	4:00pm – Business meeting	
Saturday:	10:00am – Poster Session	
	12:00pm – Funding Workshop	

The above listed events either require executive attendance or because participation is especially necessary - do try to attend.

3. Transition:
   a. Michelle G. will be adding new people to the Dropbox.
   b. If you are leaving, you will be removed from the Dropbox.
   c. Undergraduate Affairs Officer, Past-Chair, and Chair-Elect, and Francophone Affairs Officer are being vacated.
   d. Transition is occurring at the convention at the Business Meeting.

4. New and Continuing Initiatives
   a. Mentorship program
      i. Feedback from documents to be revised by Zarina.
      ii. Evaluative component particularly important and will be re-discussed.
      iii. Program to be launched in June or July.
   b. Mindpad
      i. Should be going well. Missy planning one more issue (3rd issue) for release.

5. Other Issues/New Business
   a. Travel award winners have been forwarded to Head Office and the cheques will be issued.

    b. Interest for reaching out with Facebook and we are not permitted to do so. CPA does not want Facebook outreach. All promotion has to be done through Head Office.
    c. Michelle R. has put together the newsletter and the brochure.
    d. Good reception of Faculty Representative program at CPA.

6. Next Meeting