



**Section for Students in Psychology Executive
Conference Call: October 7, 2017 (1PM – 3PM EST)
Chaired by Jean-Philippe Gagné**

Agenda

Present: Jean-Philippe Gagné, Kyrsten Grimes, Amanda O'Brien, Georden Jones, Alisia Palermo, Chelsea Moran, Michael Ku
Regrets: Michelle Guzman-Ratko

1.0 Check-in: Happy birthday Georden! Bonne fête!
Nothing to add to the agenda.

2.0 New Initiatives (Gagné, Grimes)

2.1 Last year we discussed, webinars & writing retreat but didn't have a chance

- This year, develop teams to focus on new initiatives; limit to 1-2

2.2 Webinars:

- HO has platform for CE courses on which we could host webinars
- Last year's survey has suggested topic to use as a basis
- Find speaker for topics, initiate hosting via HO's IT department
- Do speakers need to be professional? → depends on the topics (we probably don't have the expertise to do it ourselves)
- Topics not already discussed in Toronto: funding, post-doc, applying to internship
- Do we want this to be one of our initiatives? Discuss further, then decide on 1 topic
- A way to elicit survey or feedback? → get sign-up list from HO to send out a survey
- Funding team – Jean-Philippe, Chelsea, Kyrsten (next year)
- Applying to Clinical Internship – Amanda, Georden
 - Include an expert? DCT from sites or programs

2.3 Writing retreat:

- Online retreat to connect via twitter for encouragement / support while writing
- Not a ton of interest based on the survey, but could be due to lack of information...
- Clarification: virtual retreat with a moderator on social media (decide on platform), moderator introduce the concept, could share writing goals for hour, then share whether met them
- Ideally, link between the webinar and retreat (e.g., for funding to apply skills and assist with applications)
- Writing retreat can be general to any type of writing

2.4 Buddy system for convention – idea from Business meeting

- How to connect students who do not have anyone to share accommodations
- Utilize our Facebook page to do this
- Avoid physically matching someone ourselves – let them coordinate it to avoid any possible legal implications
- Send a message via listserv to suggest posting on our Facebook page if need to find someone share
- Need to check whether anyone can post a comment on our page... if not, we can initiate the main post and then people can comment

3.0 ICAP Convention (Gagné)

3.1 Updates

- Abstract submission portal is open; review phase starts Dec 2nd
- Kyrsten believes that each section will still get their business meeting and featured speaker for ICAP, but other programming is up in the air
- Abstracts need to be very specific; workshops require CV

3.2 Keynote Speaker

- HO needs to know ASAP because it will be limited for ICAP; this may not apply to us (refers instead to the main Keynote speakers)
- Usually, each section also gets a Featured speaker
- 5 nominations received: JP to email list w/ deadline to vote on speaker
- If any other nominations, please email to JP ASAP.

3.3 Workshops and Discussion Forums

- We don't know how many hours have been allocated to our section... Lisa said we will know by November or latest in December...
- For now, base our submissions on the number of hours from last year
- JP is concerned they may want to split our hours with the student section from ICAP...
- Kyrsten – wait to submit until very last minute so that we know what we are guaranteed to get accepted so that every abstract will be submitted and all exec members can be an author
- Discussion with Luminata (chair of ICAP student section) – wants to collaborate with us for presentations → worried that it might be really complicated to organize with people we don't know [let's wait until HO confirms our number of hours and see their plans before we decide to collaborate]
- Likely a very good idea to partner with ICAP section for the social
- Workshops this year are same as the pre-convention workshops such that they require professional development → JP will follow up with Lisa to see if we will be reviewing these and if it would appropriate to submit a workshop to ICAP
- Discussion forum = old round table
- At this point, it is difficult to decide how many forums / workshops

3.4 Topics for Convention:

- Grad school – JP, Amanda, Kyrsten, Alisia → Workshop preferred
- Self-care topic – Kyrsten, Michael, Chelsea, Georden → discussion forum
- Funding – hold webinar instead in late summer
- Peer review process – how to review and how to respond to reviews; could bring in an expert editor – Chelsea, Kyrsten (mindpad), JP, Georden → Workshop preferred
- Networking – Michelle (according to Kyrsten), Alisia → discussion forum
- Contact Amanda & JP if any other ideas, especially Michelle since not present during conference call

3.5 Data Blitz Competition (may not have room due to ICAP restructuring; possibly bring back

3.6 Poster Competition

- posters submitted to our section still, technically still evaluating them
- used to have 2 best power awards (graduate & undergraduate) but last 2 years only have given one award since not enough from the groups
- This year, French and English award to provide equal opportunities given increased French programming at ICAP in Montreal
- Propose motion to have 2 best poster awards for French & English (Amanda), second (Kyrsten), all in favour

3.7 Student Social

- Communicate with Luminita to collaborate for one student social
- Proportional division of costs between two sections based on members
- JP will follow up

3.8 Student Booth/Lounge

- Unsure whether we will be allowed space this year
- Thoughts from last year: free food was a good incentive; volunteers said the busyness came in waves
- Maybe may it more appealing this year – raffle?
- CPA swag was taken so likely used a lot
- Last year, wanted a physical space for lounge to sit and chill (but \$)
- Might be a really good opportunity to collaborate with ICAP student section, more resources, possibly allow for a lounge

3.9 Annual Business Meeting

- Question for Kyrsten: what does JP have to submit to HO to ensure a business meeting? → have to submit that we are having one with the title; normally an earlier deadline than other abstracts

4.0 Updates

4.1 Fall Newsletter (Palermo)

- Created two separate versions (Eng & Fr) instead of all in one, which increases flow and readability
- 2 submissions included
- It is uploaded onto the website and an email went out

4.2 Campus Reps (Ratko, Ku, Grimes)

- Update from convo w/ HO: new coordinator for program (changed 3-4 times this year; current = Olivia), issue regarding who splits the responsibilities (HO vs. us) has been resolved [updated policy manual with responsibilities outlined]
- Collaboration with HO to create new documents for this program is underway

4.3 Student Mentorship Program (Moran)

- 25 pairs of students (2 = francophone)
- Matched fairly well based on interests and career goals
- Program in full swing, most communication occurring via email
- Icebreaker activity sent out by Chelsea to help initiate first contacts

4.4 MindPad (Grimes)

- 2 new associate editors (1yr appointments)
- Review process has been updated → added more guidance to review template to assist reviewers and a space for feedback from associate editors to reviewers
- Created position manuals for reviewers outlining expectations and responsibilities

4.5 Campus Initiative and Student Research Grants (O'Brien)

- Initial

4.6 Toronto Convention Reimbursements (O'Brien)

- Money should be on the way!

4.7 Contact Info (Gagné)

- Be sure to add your updated contact info to this document

4.8 Website Translation (Jones)

- Not everything is translated as of yet
- Translation efforts were paused because CPA was supposed to be updating their website platform... can we receive an update from HO on this process and whether there is translation budget?
- Georden will send info to JP and he will contact HO

4.9 Student Mentorship Program Translation (Gagné, Jones)

- Worried that English materials dissuade from French applications
- Do we have budget to translate our mentorship program materials?

4.10 CPA Education and Training Committee (Gagné)

- Seeking 2 student members: 1 student for 2yr term, another student for 3yr term
- Seeking students outside clinical psychology programs
- Alisia (forensic) would want more info before committing
- Chelsea can circulate it within counselling psych department
- Amanda can circulate to applied social department at uWindsor
- JP will follow up with HO to ensure we can go outside the executive for recruitment... if so, send broad email to listserv and targeted recruitment
- Kyrsten – last time we facilitated the application process for a committee position and then we can make a recommendation

4.11 Fact Sheet: October 10 Deadline (Gagné)

- Just remember to send feedback to JP by Oct 10