



**Section for Students in Psychology Executive
Conference Call: September 29, 2018 (1PM – 3PM EST)
Chaired by Chelsea Moran**

Meeting Minutes

Present: Chelsea Moran (Chair), Jean-Philippe Gagné, Kate Wilson, Alisia Palermo, Baénie LaFleur, Jérémie Richard, Alexandra Richard

Regrets: Georden Jones

1.0 Introductions and Check-In

- Chelsea Moran (Chair)
- Jean-Philippe Gagné (Past-Chair)
- Alexandra Richard (Chair-Elect)
- Kate Wilson (Administration and Finance Officer)
- Georden Jones (Francophone Affairs Officer)
- Alisia Palermo (Communications Officer)
- Jérémie Richard (Graduate Student Affairs Officer)
- Baénie LaFleur (Undergraduate Student Affairs Officer)

2.0 Halifax 2019 Convention (Moran)

2.1 Updates

- Dates: May 31 - June 2
- Location: Halifax, NS

2.2 Keynote Speaker

- 13 nominations were received
- Poll to be sent out shortly

2.3 Workshops and Round Tables

- Abstract Deadline: November 15, 2018
- Guaranteed 3 hours annual meeting, invited speaker, reception)
- 2019 Group presentation types:
 - Discussion forum (round table) - 25 minutes
 - Workshop - 85 minutes
 - Symposium - 55 minutes (for 3 related presentations)
- Role of First Authors:
 - Format outline and design presentation slides, etc.
 - Assign/delegate sections to co-authors
 - Recruit SME (if necessary)



- Specify questions can be answered in French, and potentially make PowerPoint slides available in French/English
- Feedback from last convention:
 - Member asking for more clinical topics (e.g. setting up private practice, business development) - Potential webinar topics

- **Workshop Themes**

1. Graduate School

- Application process
- Graduate programs in psychology
- Scholarships/funding opportunities
- Authors:
 1. Jean-Philippe Gagné
 2. Alexandra Richard
 3. Jérémie Richard
 4. Alisia Palermo

2. Publishing Research and Peer Review

- Primary focus on publication
- Peer review process (giving/responding to feedback)
- Choosing a journal (impact, relevance to field etc.)
- Recruit a SME for this topic
- Authors:
 1. Jérémie Richard
 2. Chelsea Moran
 3. Jean-Philippe Gagné
 4. Georden Jones

3. Self-care and Time Management

- Procrastination/time management tools
- Working autonomously
- Long-term/short-term goal setting
- Authors:
 1. Georden Jones (First/Second)
 2. Alexandra Richard (First/Second)
 3. Alisia Palermo
 4. Baénie LaFleur

- **Discussion Forum/Round Table Themes**

1. Replication Crisis

- Authors:
 1. Chelsea Moran
 2. Kate Wilson



3. Alexandra Richard

2. Networking/Collaboration

- Authors:
 1. Alisia Palermo
 2. Chelsea Moran
 3. Georden Jones
 4. Baénie LaFleur

3. Scholarships (if there is space)

- Authors: TBD

2.4 Data Blitz Competition

- Not likely doing this as it would use up time allocated for workshops/round tables

2.5 Poster Competition

- Split award into French and best English last year (rather than Undergraduate/Graduate)
- Advantageous to highlight that there are now two separate prizes available when call for submissions goes out
- Research must be relevant to student population

2.6 Student Social

- Halifax venue suggestions to be sent to Chair (Chelsea)
- Ideally within walking distance to hotel (which is still to be determined)

2.7 Student Booth/Lounge

- Worth repeating in 2019 if space available
- Jérémie will discuss availability with the Convention Committee
- Only issue last year was with food (offering Timbits/coffee violated contract with CPA/ICAP)

2.8 Budget for Executive Member Expenses

- Minimum increase of total allotment from \$2,100 (\$350/person) to \$3,000 – \$3,500 (approx. \$425 - \$500/person)
- Possibility of further increase TBD
- Members are encouraged to apply for individual funding to offset travel costs as well

2.9 Other Updates

- None

3.0 Updates

3.1 Student Section Fees and Membership (Moran)

- Membership in the Student Section will continue to be free for 2019



- Discussed the possibility of automatic enrolment of Student Affiliates in the Student Section during registration/renewal (with option to opt out later)

- 3.2 *Fall Newsletter (Palermo)***
 - French translation pending then ready to send out

- 3.3 *Campus Reps (J. Richard, LaFleur)***
 - **3.3.1 *Francophone Universities (J. Richard)***
 - CPA head confirms reps are current Student Affiliates
 - No graduate students applied for award
 - Would like to see better recruitment from francophone universities

- 3.4 *Student Mentorship Program (A. Richard)***
 - Outreach materials were translated to French this year
 - 42 mentor applications (3 rejected)
 - Potential program expansion to offer junior graduate students the option of applying for senior graduate student mentorship
 - 37 mentees – all were matched (2 students were assigned 2 mentors)
 - 10-20 mentee applications were submitted by non-members (must emphasize that membership is a requirement in future)

- 3.5 *MindPad (Gagné)***
 - Recently transitioned the position of Editor and Chief to Kirsten
 - Recruited 2 new Associated Editors
 - Recruitment email sent
 - 10 new reviewers (2 undergrads and 8 graduate students – some able to review French submissions)
 - 1 submission received for next issue, already had 3 waiting from Kirsten's term, so will likely be able to run a Winter issue

- 3.6 *Campus Initiative and Student Research Grants (Wilson)***
 - Student Research Grant
 - Two available, value of \$500 each
 - Call for applications: October 1
 - Reminder (two weeks prior to deadline): November 4
 - Deadline: November 18
 - Winner(s) Announced: December 21

 - Campus Initiative Grant
 - Two available, value of \$500 each
 - Call for applications: November 12
 - Reminder (two weeks prior to deadline): December 2
 - Deadline: December 16
 - Winner(s) Announced: January 18 (2019)



3.7 *ICAP Convention Reimbursements (Wilson)*

- New expense claim form available in Dropbox (Financials → Submitting Expense Claims)
- Form must be filled out and sent to Administration and Finance Officer (Kate) to claim expense reimbursement
- Reminder to follow up with Kate if you don't receive your reimbursement in a reasonable amount of time

3.8 *Website Translation (Jones)*

- CPA in the process of updating the entire website platform so transition is on hold until this has been completed

3.9 *Student Mentorship Program Translation (Jones, Gagné, Moran)*

- Student mentorship information is currently available in French on the website

3.10 *Board Updates (Moran)*

- Association for Stage and Provincial Psychology boards wants to add a second part to the Examination for Professional Practice in Psychology (EPPP)
- Chelsea advocating against this, or for a merger of the two parts so there are not two exams with separate fees, etc.
- Will be discussed at Board meeting at the end of October

4.0 *New Initiatives (Moran, Gagné)*

4.1 *Webinars*

- Platform required - CPA may have one available
- YouTube/Facebook Live discussed as alternative options (need to verify with head office if these are acceptable platforms)
- Plan to host before 2019 convention (likely in Jan-Feb)
- Authors:
 - Chelsea Moran
 - Jean-Philippe Gagné
 - Alisia Palermo
 - Kate Wilson
 - Georden Jones

4.2 *Writing Retreat*

- A facilitated online student gathering to encourage skill development and community building
- Potentially a 2019 summer retreat, as a writing manual may be required
- Will discuss in more detail at the next committee meeting

4.3 *Other*

- Please email Chair (Chelsea) with new any new ideas throughout the year