Section for Students in Psychology Executive
Conference Call: April 27, 2019 (2:00PM – 4:00PM EST)
Chaired by Chelsea Moran

Agenda

1.0 Check-in
Present: Chelsea Moran (Chair), Jean-Philippe Gagné, Kate Wilson, Alisia Palermo, Baënie LaFleur, Jérémie Richard, Alexandra Richard, Georden Jones

Regrets: None

2.0 Halifax 2019 Convention
2.1 Updates: Attendance, Schedule (see Appendix)
- All members of the student executive committee will be attending the conference
- CPA Executive Meeting - Sunday June 2 at 8:00 a.m. – 9:00 a.m.
  o Mandatory attendance for all student executives

2.2 Keynote Speaker (Moran)
- Dr. Sherry Stewart – Presentation on Substance Use Disorder
- Date/Time: Saturday June 1, 3:45 p.m. - 4:30 p.m.
- Conference fee covered by the CPA
- Gift covered by the exec committee ($50)
- Mandatory attendance for all student executives

2.3 Workshops and Discussion Forums
- First authors are responsible for preparing the slide templates and sending an outline to co-authors (minimum two weeks in advance of conference)
  o Outlines should be send minimum two weeks in advance
- List of Exec Hosted Workshops
  o Applying to Graduate School Workshop (Gagné et al.)
    ▪ Friday May 31, 10:45am-12:30pm
  o Self-Care Workshop (Jones et al.)
    ▪ Saturday June 1, 10:30am-12:00pm
  o Networking Discussion Forum (Palermo et al.)
    ▪ Saturday June 1, 12:00pm-12:30pm
  o Replication Crisis Discussion Forum (Moran et al.)
    ▪ Saturday June 1, 3:15-3:45pm
  o Publication Workshop (J. Richard et al.)
    ▪ Sunday June 2, 10:30am-12pm
2.4 Poster Competition (A. Richard)
- Sunday, June 2, 1:00 p.m. – 2:00 p.m.
- 2018 rubric will be used again

2.5 Student Social (Moran)
- Date/Time: Saturday, June 1, 7:00 p.m. – 9:00 p.m.
- Location: Red Stag Tavern
- One free drink ticket per student, and free appetizers (while supplies last)
- Activities:
  - Trivia challenge
  - “Human Bingo” ice breaker activity
  - Possibly feature/acknowledge campus reps

2.6 Student Booth/Lounge (Moran)
- Secured full room (tables, couches, power bars/outlets, etc.)
- Lisa to confirm if outside food can be offered
- Discussed possible student rep meeting (Jeremy)
  - May 31 after 3:00 p.m.
  - Feedback from students on campus rep program
  - Draw for gift card to increase attendance

2.7 Annual Business Meeting (Moran)
- One hour meeting to go over student section activities (chaired by Chelsea)
- Mandatory attendance for executives
- Travel awards and certificates to be handed out (templates on Dropbox)

2.8 First-Time Attendees Reception (Moran)
- Date/Time: Thursday May 30, 5:00 p.m. - 6:00 p.m.
- Mandatory attendance for all executives (Regrets: Jeremy)

2.8.1 Navigating Convention Guide
  - Guide/tips to have a successful first convention
  - Summary will be available in newsletter

3.0 Financial Update (Wilson)

3.1 Budget
- Surplus from 2018: $12,546.49
- Executive travel stipend increase: $775.00 per person
- Anticipated surplus balance for 2019: $4,501.49

3.2 Procedure for reimbursement for convention expenses
- Complete expense claim form
- Submit completed form to Kate with copies of itemized receipts

4.0 Other Updates

4.1 Elections/Transition (Moran)
- Decent voting turnout
- 4 applicants for Chair-Elect
  - Joanna Collaton, University of Guelph
- 1 applicant for Francophone Student Affairs Officer
  - Andréanne Angehrn, University of Regina
- Terms begin after the convention
- Position manual required for FSAO (to be completed by Jordan)

4.2 Spring Newsletter (Palermo)
- Call for submission include example topics, which was well received by students
- Due May 4

4.3 Campus Representatives Program (J. Richard, LaFleur)
- Campus Reps: 22
- Graduate Student Reps: 26
- Undergraduate Student Reps: 17
- Total: 65
- Ongoing recruitment
  - Three-star program (min: one student rep; one faculty rep)
  - Outgoing students offering suggestions for replacements
  - Excellence Awards: one graduate/one undergraduate/one campus reps
  - Call for applications to be sent on Monday, April 29 (2-week application period)
  - Awards to be issued at annual business meeting
  - Discussed changes to application process to help increase application numbers

4.4 Student Mentorship Program (A. Richard)
- 29 pairings
- Positive feedback from mid-term follow-up/questionnaire
- Workload for program facilitation is manageable (recruitment, matching mentors/mentees, etc.)

4.5 MindPad (Gagné)
- Slow start to submissions (approx. four accepted manuscripts required to publish full issue)
- Summer issue expected to be published
- Headed for one publication per year based on current submission trends

4.6 Campus Initiative and Student Research Grants (Wilson)
- Student Research Grant: 33 applications
  1. Julia Grummisch, University of Regina
     Awarded: $500
Title: Estradiol and cognitive functioning in the menopause transition

2. Keera Fishman, University of Ottawa
   Awarded: $500
   Title: Evaluating the effectiveness of a short-term, single-blind, randomized, goal-setting intervention for improving cognitive performance in the chronic phase (i.e., 6-24 months) after stroke

- **Campus Initiative Grant: 4 applications**

1. Vincent Santiago, Ryerson University
   Awarded: $500
   Initiative: Hosting a diversity recruitment weekend to bring potential graduate students who are typically underrepresented in psychology to our campus.

2. Danielle Petricone-Westwood, University of Ottawa
   Awarded: $500
   Initiative: Mental health toolkit, entitled BOOST kits which includes a booklet with evidence-based self-care tips for different issues, as well as various self-care items.

4.7 **Student Travel Awards (A. Richard)**
   - Total applications: 53
   - In the process of adjudication (deadline: May 1)
   - Discussed process to confirm applicants are current student affiliates (Chair to liaise with web management team)

4.8 **Website Updates**
   4.8.1 **General Updates (Palermo, Moran)**
   - Double check links on templates to make sure they are still active
   - Ideas to improve student section’s webpage are welcome/encouraged
   - Alisa no longer has access to update the website directly; however, she will forward update requests to the webmaster

   4.8.2 **Translation (Jones)**
   - Website is not yet fully bilingual; document compiled of content that still needs to be translated
   - Activities put on hold while website was undergoing updates
   - Confirmation needed regarding CPA funds allocated for website translation activities ($1,200)

5.0 **Annual Report (Moran)**
   - Template on Dropbox
   - Each rep to provide information as needed
   - Report due prior to convention (Jean-Philippe will confirm deadline)
6.0 Annual Business Meeting (Moran)*
- Saturday, June 1, 4:45pm-5:45pm

7.0 New Initiatives (Moran, Gagné)
- Initiatives have been on committee’s agenda for a while; discussed dropping them for now
- Any new initiatives must be accompanied by a manual/support document
- Programs/initiatives may need to be assigned to exec positions to initiate/sustain
- Consult with campus reps to gauge interest in new initiatives
- Discussed outreach to other student groups to see what initiatives they have ongoing/how they are facilitated

7.1 Webinars

7.2 Writing Retreat

7.3 Other
Upcoming CPA Conferences (Early May)
- May 6-7 - Future of Psychological Science Training (Ottawa)
  - Attending: Jordan and Baénie
- May 7-9 - Future of Professional Psychology Training (Montreal)
  - Attending: Jérémie and Ally
- Outgoing Chair gift still required for Kirsten (Jean-Philippe to organize)

Appendix

Halifax Convention 2019 Schedule

*First-Time Attendees Reception: Thursday May 30th, 5:00-6:00pm
Applying to Graduate School Workshop (Gagné et al.): Friday May 31st, 10:45am-12:30pm
Self-Care Workshop (Jones et al.): Saturday June 1st, 10:30am-12:00pm
Networking Discussion Forum (Palermo et al.): Saturday June 1st, 12:00pm-12:30pm
Replication Crisis Discussion Forum (Moran et al.): Saturday June 1st, 3:15-3:45pm
*Section Guest Speaker (Dr. Sherry Stewart): Saturday June 1st, 3:45pm-4:30pm
*Annual Business Meeting (Moran): Saturday June 1st, 4:45pm-5:45pm
*Annual Student Social: Saturday June 1st, 7:00-9:00pm, Red Stag Tavern
Publication Workshop (J. Richard et al.): Sunday June 2nd, 10:30am-12pm
Students Poster Session: Sunday June 2nd, 1:00-2:00pm

* = mandatory attendance by Student Section Executive