



**Section for Students in Psychology Executive**  
**Conference Call: April 17, 2020 (1:00 PM – 3:30 PM EST / 11:00 AM – 1:30 PM MST)**  
**Chaired by: Alexandra Richard**

**Agenda**

**1.0 Check-In**

- **Attendees:** Alexandra Richards (Chair), Joanna Collaton (Chair Elect), Chelsea Moran (Outgoing Chair), Jérémie Richard (Graduate Student Affairs Officer), Alisia Palermo (Communications Officer), Andreeanne Angehrn (Francophone Affairs Officer), Kate Wilson (Administrative and Finance Officer)
- **Regrets:** Baénie LaFleur (Undergraduate Student Affairs Officer)

**2.0 Montreal 2020 Convention / COVID-19 Updates (A. Richard)**

**2.1 Cancellation of Convention**

- 2020 CPA Convention officially cancelled
- Head office is looking into online delivery options
  - May have presentations with live chats
  - Delivery format of workshops/symposia is unclear at this time
- Dr. Barker (2020 invited Student Section speaker) is available/interested in participating in an presentation about stressful transitions
- Student submissions:
  - Total submissions to Student Section: 38 (mainly workshops)
  - Accepted poster presentations to be submitted as PDFs for viewing online
  - Committee will make a decision on how to proceed with workshops once further information becomes available from the CPA Head Office (i.e. allotted time/number of workshops to student section in the new online delivery format)

**2.2 Convention / COVID Email to Section**

- Draft of email for Student Section members is open for exec feedback
  - Committee agrees it is appropriate to send out

- All executives in attendance agree to add their signature to the email document on Dropbox prior to it being sent out to the Student Section

### **2.3 Business Meeting**

- All sections are still expected to host annual business meetings
- The CPA's meeting will likely be held at the end of May
- Committee Chair will schedule the Student Section's annual meeting separately if needed

### **2.4 New Initiatives**

- Student support group; section survey will be sent out to gauge interest in this initiative – survey will include a general comment section for section members to submit ideas for future initiatives
- Discussed the possibility of offering more awards to students (Chair will confirm with Head Office [Sections Manager] that the executive committee is able to offer additional section awards)
- Ideas for additional award offerings:
  - Spring grant competition (Student Research & Campus Initiative Grants)
  - Increase in the number of annual convention Travel Awards
  - Reallocate 2020 Travel Awards to virtual presentation awards, either based on current abstract submissions, or re-open competition up to all student members
  - New Financial Aid Award (“Peer Support” or “Student Section” bursary)
    - Individual award value: \$250-300
    - Reimbursement for convention expenses related to COVID-19 cancellations
    - Eligibility considerations: other funding received (currently working, other scholarships/awards, etc.)

### **3.0 Financial Update (Wilson, A. Richard)**

- Budget will be updated based on new initiatives discussed during committee meeting
- Aim to decrease the Student Section's current budget surplus

#### **3.1 Convention Spending Re-Allocation**

- Covered in previous discussion of new initiatives

#### **3.2 Grants Increase**

- Increase the value of current Campus Initiative Grants from \$500 to \$750 per award
- Increase the number of Student Research Grants from two to four per year

- Motion will be sent out at a later date (likely during committee's Fall Meeting)

### **3.3 Travel Stipend**

- Chair has prepared a proposal for a new system to determine annual executive travel stipend allocations, which takes into consideration the location of the convention each year.
- Goal of making more funding available to executives who are travelling from further away, thus incurring greater expense.
- Motion will be sent out at a later date (likely before or during committee's Fall Meeting)

### **3.4 2019 Grant Awardees**

- Student Research Grant Awardees
  - Alejandra Botia
  - Michael Dubois
- Campus Initiative Grant Awardees:
  - Leah Chadwick (et al.)
  - Lauren Trafford (et al.)

## **4.0 Other Updates**

### **4.1 Elections (A. Richard)**

- Election call sent out to Student Section for all executive committee positions
- Several applications have been received for all positions
- New positions will be in place before the end of May/beginning of June
- Transition/training period for each position to be coordinated once new committee members have been elected
  - Chair/Chair-Elect should be present during all initial transition meetings to get a general sense of the responsibilities associated with each executive position
- Each executive position also requires an up-to-date position manual

### **4.2 Spring Newsletter (Palermo)**

- Call for submissions sent out; so far there has been a lot of interest
- Submission deadline: May 15

### **4.3 Campus Reps (J. Richard, LaFleur)**

- Number of current representatives:
  - Faculty Representatives: 19
  - Campus Representatives : 24
  - Graduate Student Representatives: 20
  - Undergraduate Student Representatives: 12

- Conference calls are held per year (Sept, Nov, Jan, March) to ensure communication/collaboration among reps
- Application deadline extension for this year
- Discussed including campus reps positions on advertisements/calls for student exec positions
- Applications for Student Grad/Undergrad Representative Awards are consistently low; discussed ways to promote these awards
- Undergraduate Affairs Officer (LaFleur) has been unable to attend to position duties as of late.
- Graduate Student Affairs Officer (J. Richard) is currently handling both graduate and undergraduate student questions/requests; however, assistance may be required with upcoming final report activities.
- J. Richard will reach out to the exec committee for help as needed
- Campus events
  - Campus reps' membership fees are currently paid for by the CPA; therefore, they are expected to host one campus event per year.
  - This requirement will be flexible this year in light of COVID-19 restrictions.
  - Final reports will be reviewed and students who put work into a campus event that was cancelled/postponed will receive appropriate acknowledgement.

#### **4.4 Section Infographic (Collaton)**

- Included infographic metrics: total membership/student affiliation, mentorship program participation, campus rep program involvement, total funds distributed via Student Research/Campus Initiative grants (which may be presented as a cumulative amount spanning the past several years), number accepted student convention talks/workshops (will include 2019 numbers instead, due to the uncertainty of the 2020 convention).
- Infographic will exclude the new funding opportunities previously discussed for this year so that it is more representative of the exec committee's typical scope of work.
- Final infographic will be send out to the exec committee for feedback

#### **4.5 Student Mentorship Program (Collaton)**

- Program is currently running smoothly
- Mid-term evaluations were positive; mainly received feedback from mentors that mentees need to be more engaged
- Total of 57 dyads, which is a slight increase from last year
- Final evaluation will be sent out in the next couple weeks (early May)
- Discussed ideas for graduate student mentees; early career psychologists/senior PhD/post-doc students mentors.

#### **4.6 MindPad (Moran)**

- Current manuscripts submissions have been sent to Science Director for approval

- Next issues coming out sometime in the next few months
- 2 of 8 submissions are in French
- Implementing “Open Science Badges” on published MindPad articles
- As MindPad is not considered a “typical” peer-reviewed journal (i.e. not indexed, no impact factor) it should be referred to as a “newsletter” or “student journal” rather than an official peer-reviewed academic publication.
- Moran will update the language on promotional material/website to clarify this, as well as provide an example of how to cite MindPad articles in APA format on students’ CVs.

#### **4.7 Website Translation (Angehrn, Moran)**

- Exec committee to review final content for translation
- Part of budget surplus will be used to cover the cost of translation services

#### **4.8 Board Updates (Moran)**

- Current Board discussions are centred on Convention
- Discussed the need to onboard the Chair-Elect with board-related activities, expected level of involvement, etc.