

**APA Division 15: Educational Psychology
Executive Committee Fall Retreat Agenda
October 4 and 5, 2019
Embassy Suites – Savannah, GA**

Meeting Minutes

Saturday Oct 5th

Present: Helenrose Fives, Gale M. Sinatra, Michelle Buehl, Revathy Kumar, Gwen Marchand, Avi Kaplan, Sharon Nichols, Tim Urdan, Meghan Ecker-Lyster, Stephen Aguilar, Marcus Johnson, Jonathon Hilpert

- 1. Welcome (Helenrose Fives)**
- 2. Approval of the August 2019 EC Meeting Minutes**
 - Minute approved Avi Kaplan and seconded by Michelle Buehl
<Approved 11-0>
- 3. List of Chairs appointed by the President (Helenrose Fives)**
 - Move to approve the list of chairs by Michelle Buehl. The motion was seconded by Avi Kaplan.
<Approved 11-0>

4. Nominations for Committee

Discussion regarding need for more Fellows to serve on committees. Gale Sinatra presented the following information to the EC.

- Vice President nominees: Sharon Nichols and Karen Murphy have agreed to run for Vice President
- APA Representative committee nominees: Gi Hong and Michelle Gregoire Gill agreed to run Elect for this office.
- Treasurer nominees: Dan Dinsmore and Doug Lombardi indicated that they may be willing to run for Treasurer position.
- Secretary Nominees: Serena Shim and Meca Williams-Johnson agreed to run for secretary.
- Gale Sinatra pointed out that treasurer and secretary positions were most difficult to fill and talked about the need to incentivize some of these positions.

The committee discussed the nomination process and ways to send out the call that includes information on the role requirements and what it means for the person nominated. Suggestions also included requesting Wade to send out a call for these positions and following it up at the business meeting at APA.

5. Policies and Procedures Manual:

- Helenrose Fives suggested that the responsibility of any changes to be made to this manual should be shifted from past president as it currently stands to president elect Move to approve by Gale Sinatra. The motion was seconded by Sharon Nichols.
<Approved 11-0>

- Michelle Buehl noted that both president -elect and vice president are listed as responsible for the membership committee and suggested that this should be the responsibility of the vice president. Helenrose Fives voted to approve the changes made in the manual.
 - Gale Sinatra indicate Appendix A in the Policies and Procedures manual be updated such that it is linked to the committee list rather than list names.
 - **Historian position:** The committee debated the role and position of the Historian and discussed the possibility of getting rid of this position or recasting the position.
 - **International Committee** – The international committee is currently listed in the bylaws as a standing committee. This negates the EC vote from April moving the International Committee to a subcommittee of Membership. The EC discussed the need to make a bylaw change reflecting this decision.
6. **Psychology Today Blog:** Helenrose Fives moved that the committee for the Psychology Today Blog, listed as an Ad hoc committee, should be recognized as a standing committee; who reports to the Publications committee. The decision was made to list the Chairs/Co-chairs as Editors.
7. **Policy Committee:** Sharon Nichols reported on the success of the sessions organized by the policy committee at the 2019 APA conference. She proposed that the committee should be recognized a standing committee. Sharon Nichols reported on the work done by the Policy committee and Avi Kaplan emphasized that the work done by the Policy committee was aligned with the goals of the Division.
- Gale Sinatra made the motion that the Policy Committee be made a standing committee. It was seconded by Gwen Marchand.
<Approved 11-0>

Recess: 10:20 - 10:35

8. **Budget:** Gwen Marchand gave an overview of budget and remarked that:
- the Division was on financially sound grounds
 - funds would be moved to Ameriflex shortly (within this year)
 - there were no major changes in administrative costs
 - that director of communications be Allocated \$4000 for bonus
- Vote on Communications Director Bonus for 2019
Avi Kaplan made the motion and it was seconded by Michelle Buehl
<Approved 11-0>
- the operating budget should be increased from \$3,500 to \$4,000
 - Helenrose Fives argued that the Director of communications salary be increased by \$4000 and will no longer receive an annual bonus. The yearly increases in to salary and cost of living will continue as delineated in the current contract for the Director of Communications
 - Michelle Buehl made the motion and it was seconded by Marcus Johnson
- <Approved 11-0>

- that that AERA social funding should not be tied specifically to this particular event and suggested replacing it with Outreach Commitment

EC had a detailed discussion regarding who should take the responsibility for managing the paperwork involved with travel reimbursements. It was suggested that for additional remuneration Wade George could figure out the system for streamlining this process

- Avi Kaplan made the motion that the Treasurer (Jonathan Hilpert) in collaboration with the communications director (Wade George) would work on this issue and it was seconded by Tim Urdan.
<Approved 11-0>

9. **Policy Committee:**

- Sharon Nichols requested Standing budget of \$5000 - \$6000 to support annual preconference workshop and costs associated with disseminating policy briefs. She also emphasized that the committee is evolving and emergent and that there were variety of things to be done that needed funds, including webinar workshops and podcasts. Gale Sinatra made the motion that the Policies and Practices committee get \$5000/ year for three years and then revisit it. This was seconded by Gwen Marchand
<Approved 11-0>

10. **Race and Diversity Committee**

- Helenrose Fives shared that she created an Ad Hoc committee on Race and Diversity, chaired by Jessica DeCuir-Gunby to design activities for the APA meeting to address issues related to member diversity and research for diverse populations. Dr. Jessica DeCuir-Gunby made a formal request for \$6000 to support their work to explore how race and diversity issues become an integral part of the Division 15 conversations and work. The committee tentatively plans to use the funds to support an off-hours workshop for Division Members during the 2020 APA Convention.
- Gale Sinatra made the motion that the budget of \$6000 would be one-time budget. This was seconded Michelle Buehl.
<Approved 11-0>

11. **Travel Grants:** During the fall 2018 retreat the EC determined to offer \$5,000 in travel grants to members. However, the mechanisms to do this became quite confusing with multiple discussion on whether to make travel grant awards needs-based or merit based and to create a systematic selection framework and institute guidelines that were fair and equitable. In lieu of the travel grant initiative the EC decided to fund the Policy and Race & Diversity Committees. The EC retracted their previous approval for travel grants.

12. **Communications Director's Report:** Wade George summarized the committee report that he had submitted to the EC. There were suggested names of pod cast hosts including female hosts. He also suggesting increasing the budget (\$500/ brief) to improve dissemination of information.

13. **Newsletter:** Marcus Johnson reported that the Division's Newsletter has a new co-editor: Sharon Zumbrunn of Virginal Commonwealth University

14. Gwen Marchand made the motion to approve the 2020 budget and all the expenditures that was This was seconded Michelle Buehl.
<Approved 11-0>
15. **Report from the Council Representatives:** APA council approved that masters' students who are members can vote for the APA president
16. **Committee for a New Journal:** The discussion was led by Avi Kaplan and Sharon Nichols. They informed EC that members for the committee were identified and that the meeting to be held on October 11th, 2019.
17. **Vote for By-law Changes:** Helenrose Fives suggested that all the changes to be made to the by-laws should be listed and voted upon at the EC meeting in April 2020 at AERA and then send out to the members who can then vote on it in August 2020 at the Business meeting at APA 2020.

The President, Helenrose Fives adjourned the meeting.