

Notes for SSCP Board Call

Time and Date: Thursday, December 6, 2012, 5:00 – 6:00 p.m. (Eastern Time Zone)

Board Members: Rick Heimberg (President, heimberg@temple.edu), Michelle Craske (President Elect, craske@psych.ucla.edu); Varda Shoham (Past President, varda@u.arizona.edu); Bethany Teachman (2013 President Elect, bteachman@virginia.edu); Dave Smith (Secretary-Treasurer, david.a.smith.367@nd.edu); Sherryl Goodman (Member at Large, psysg@emory.edu); Doug Mennin (Representative to Div 12, dmennin@hunter.cuny.edu); Lea Dougherty (Newsletter Editor, ldougher@umd.edu)

Board Members Not Participating in This Meeting: Bunmi Olatunji (Member at Large, olubunmi.o.olatunji@vanderbilt.edu); Kristy Benoit (Student Representative, benoit@vt.edu); Sara Stasik (Student Representative, sstasik@nd.edu).

I. Review of/corrections to notes from previous meeting – Rick Heimberg

Minutes of the November 12, 2012, Board Meeting Call were reviewed and approved.

- a. The notes will be posted to the Website.

II. Reports

- a. Secretary/Treasurer - Dave Smith

SSCP TREASURER'S REPORT: December 8, 2012

BANK BALANCE - 11/30/12: \$25,750.58

PAST MONTH FINANCIAL HIGHLIGHTS

EXPENSES: None.

INCOME: Dues renewals (+\$80.00, +\$2,994.50), Interest income (+\$1.56).

PENDING: Dues renewals (in mail from Div12), SurveyMonkey (-\$24.00), APS poster award (-\$100).

Division 12 asked whether SSCP wants to continue to use the original credit card server (Division 12 has moved to another server). SSCP currently pays approximately \$200 per year for the server. Timely to investigate alternatives for sites that will function as both a credit card server (independent of APA) as well as membership data base manager. Dave Smith will ask Stew Shankman to investigate possibilities.

- b. Membership Issues – Dave Smith

We ended with approximately 200 fewer members than last year. Sheryl Goodman will request Linda Craighead for list of DCT emails.

Membership reminders will be resent in December and in January.

- c. External Nominations Committee – (Bunmi Olatunji absent; report delivered by Rick Heimberg)

The external nomination committee has nothing new to report other than to indicate that they are finalizing the submissions for nominees for the APA Gold Medal Award for Lifetime Achievement in Psychology.

Need to identify a new External Nominations Committee for 2013

d. D12 Representative Report – Doug Mennin

Doug will be writing the SSCP report to Division 12 as part of the annual report, in which he will describe our major activities, publication-related activities, governance-related activities, and activities planned for the upcoming year.

Division 12 will have four open governance slots for 3-year terms in 2014: President, Council Representative (2), and Secretary. David Tolin (president-elect), would like to see SSCP well represented in D12 governance. He requested that the SSCP nominations board forward some names of people who would be suited for these positions.

e. Newsletter Report – Lea Dougherty

January 25th is the deadline for submissions for the next newsletter

Topics will include the a) internship crisis b) student discussions of various topics c) Rick's column as the President's reflection on the year d) Michelle's column as the incoming President e) advertise for clinical science training grant applications.

Leah will ask student representatives if they have additional material for the newsletter

f. Students' Website/Listserv/Internship/Other – Sara Stasik/Kristy Benoit

- Membership
 - We had 15 students from clinical science oriented programs volunteer to be SSCP campus representatives. They emailed their peers a document listing the benefits of student membership and also stated what they personally enjoy about being a member.
- Listserv facilitator position
 - We are talking with several students who have expressed interest in becoming more involved with SSCP about taking over the listserv facilitator position. We are also toying with the idea of having two people fill this role. We will advertise to the general membership if the position remains unfilled.
- Potential new student position
 - We have talked about the possibility of creating a communications manager student position. This individual would be responsible for making the Facebook page more active, editing the student section of the website, and perhaps bringing us onto Twitter. APS seems to do a great job with social media and we may talk with their student reps in order to get some fresh ideas.
- Student journal club
 - A student member suggested the idea of a student-run journal club on the listserv and other members were very enthusiastic about this idea. We had 30 people send in research interests and we're in the process of organizing a platform for the journal club, perhaps as a blog. We are talking to the student representative from Division 12, who has offered to help set up a blog on their student website, which he is trying to make more active. If we go that route, we would post a link to the blog on our own student website.

- New student representative
 - Sara and Kristy had a phone meeting to recap our initiatives for the year, review what we've accomplished, and talk about where we want to go next. We have a phone meeting set up with the incoming student representative for later in the week so we can talk in person about the position.

III. Old business

- a. Discussion of issues raised by APA resolution: report of ad hoc committee

Steps were outlined for encouraging our membership to be nominated for positions on various Boards within APA (e.g., Division 12 council representatives, Board of Scientific Affairs, Board of Educational Affairs), although we cannot provide financial support for these positions (i.e., travel, accommodation)

In addition, Varda encouraged us to identify potential individuals who might consider serving on the Commission on Accreditation; if such a person were identified, then we will approach APA to request that the portion of the shared seat on the COA that was rejected by APS be assigned to SSCP

We will invite Mitch Prinstein and possibly others, eg., Kenneth Sher, to attend a SSCP Board Call to outline the changes anticipated to occur within the APA governance.

Michelle will speak with Alan Kraut (APS) and Howard Berenbaum (APCS) regarding initiatives involving SSCP

- b. Report on Applications for SSCP Dissertation Award – Rick Heimberg

Peter Norton, the Committee Chair (committee members include Courtenay Beard, Trevor Hart, David DiLillo and a student) indicated that we have received 26 applications that are currently being evaluated.

IV. New business

- a. Farewell to Varda Shoham, departing Past President, Bunmi Olatunji, departing Member at Large, and Sara Stasik, departing Student Representative. Thank you for your tireless service to SSCP.
- b. Thank you to Dave Smith for his continuing service as Secretary-Treasurer, Membership Chair, and much more.
- c. Michelle Craske will schedule the next Board Meeting.

Respectfully submitted,

Michelle G. Craske
President-Elect 2012, SSCP

Yearly Round Reminders 7-30-12 Update

Key: *Item (person responsible)*

Recurring throughout year

Newsletter submission and publication dates (Newsletter Editor, President, Secretary/Treasurer)

Monthly Board call

January

Transfer of office - Jan. 1

Submit tax forms to Div 12 office (deadline early in Jan) (Secretary/Treasurer)

Attend Division 12 meeting (Div. 12 representative)

Send reminder to full and student members to renew membership (Membership Committee in conjunction with Secretary/Treasurer; Student Listserv Facilitator or Student Reps to send a general reminder to the student listserv)

Send reminder on deadline for submission of posters for APS; determine which posters are accepted. Notify submitters of their acceptance/rejection. Students need to be SSCP members to submit poster. (SSCP representative to APS program committee)

February

Order plaque for Distinguished Scientist Award winner (to be given at APS or APA) (Secretary/Treasurer)

Request \$500.00 tax contingency from Lynn Peterson at Division 12 office. This could be done in other months, but Feb-March is modal. (Sec-Treas or Div. 12 rep)

Constitute committee for Lawrence H. Cohen Outstanding Mentor Award so that evaluation of applications for the award can begin immediately after March 1 (President)

March

March 1 – Deadline for receipt of applications for nominations for Lawrence H. Cohen Outstanding Mentor Award

Select judges, including at least one Board member, for student poster awards competition at APS meeting (end of May) (SSCP representative to APS program committee)

Confirm that poster presenters are SSCP members (SSCP representative to APS program committee)

Select winner of Lawrence H. Cohen Outstanding Mentor Award (Committee)

Notify Winner of Lawrence H. Cohen Outstanding Mentor Award by end of month, asking him or her to send his or her social security number and home address to secretary/treasurer so payment can be processed; (b) nominators of unsuccessful candidates; (c) SSCP membership about the selected Awardee (President)

Order plaque for Lawrence H. Cohen Outstanding Mentor Award (to be given at APS or APA)
(Secretary/Treasurer)

April

Confirm receipt of Division 12 \$500.00 tax contingency that was requested in February and follow-up with Div 12 if necessary (Secretary-Treasurer)

Remind “lapsed” members to renew for current year (membership committee in conjunction with Secretary-Treasurer)

Remind “lapsed” student members to renew for current year (Student listserv manager, student representatives)

May

APS – 1) select Student Poster presentations awardees (SSCP representative to APS program committee and selected reviewers). The winner(s) receives \$200 and “Distinguished Contributions” receive \$100. A year complimentary membership in APS is also awarded to “Winner(s)” and those making “Distinguished Contributions,” including all student co-authors on these posters. The number of such awardees is at the discretion of the reviewers, with the limitations that there is at least one winner. The total amount of cash awarded has varied from \$500-\$1,500.

2) Present SSCP Distinguished Scientist Award (optional) (President)

3) Present Lawrence H. Cohen Outstanding Mentor Award (optional) (President)

Meeting of SSCP Board and Annual Meeting of Members at APS convention (optional)

If the Annual Meeting of Members is conducted at the APS convention, SSCP Dissertation Award Winners are presented their certificates during that meeting. If winners are not in attendance, their certificates are mailed to them (Dissertation Award Committee Chair or President)

Check SSCPnet subscribers against membership list and unsubscribe persons who have not paid membership dues (Secretary/Treasurer, Chair of Membership Committee, with Listserv Manager)

Update student listserv – remove those with lapsed memberships and those who have graduated from the listserv (Student listserv manager, student representatives)

Appoint a nominations committee (President in consultation with the Past-President). The Past-President serves as Chair and the remaining members typically are two full members and one graduate student member.

Begin consideration of nominees for open Board positions (Past-President, Nominations Committee, Board)

June

Call for nominations for open Board positions (Past-President).

July

No action items

August

Meeting of SSCP Board and Annual Meeting of Members at APA convention (optional)

APA – 1) If the Annual Meeting of Members was not conducted at the APS convention, SSCP Dissertation Award Winners may be presented their certificates during the Division 12 Awards Presentation/Social Hour. If dissertation award winners are not in attendance, their certificates are mailed to them. If they decline to travel to the APA Convention, then winners of the SSCP Student Posters Competition can receive their certificates at this awards presentation ceremony. Awardees can present posters at this meeting. (Dissertation Award Committee Chair, SSCP Representative to APS Program Committee or President) (see December)

2) Present SSCP Distinguished Scientist Award (optional) (President)

3) Present Lawrence H. Cohen Outstanding Mentor Award (optional) (President)

Call for nominations for following year's Distinguished Scientist Award (President)

September

Select APA Program Chair and start work on program for upcoming year (President-Elect)

NOTE: Find out number of hours allotted from Lynn Peterson or D12 Rep.

Nominations for offices determined (Past-President and Nominations Committee)

Attend Div. 12 meeting (Div. 12 rep)

Select Chair of Student Dissertation Awards Committee (President)

Call for nominations for Student Dissertation Awards; November deadline (President or Chair of Dissertation Awards Committee). NOTE: Students need to be SSCP members.

Call for nominations for Lawrence H. Cohen Outstanding Mentor Award (President)

Recruit new graduate students as members; contact DCTs of Academy Programs and on CUDCP listserv to encourage them to have their new students join SSCP (Membership Committee; Secretary/Treasurer reminds Membership Committee)

Discuss/decide whether to hold the next Annual Meeting of Members at APS or APA.

October

Elections (Past President)

Notify candidates and members of outcome (President)

Call for submissions for student posters at APS (President)

First reminder to full and student members to renew membership (Membership Committee; Sec/Treas. sends current database to Membership Cmte.; Student Listserv Facilitator or Student Reps also send general reminder over Student Listserv)

Selection of Distinguished Scientist Award Winner (Board)

Notify (a) winner of Distinguished Scientist Award, asking him or her to send his or her social security number and home address to secretary/treasurer so payment can be processed; (b) nominators of unsuccessful candidates; (c) SSCP membership about the winner (President)

November

Deadline for Student Dissertation Awards nominations

Collect schedules from Board members and determine time for monthly Board meeting calls in new year (President-Elect)

Submit Div. 12 year-end report (Div. 12 rep)

December

Selection of Student Dissertation Award winners (Chair of Dissertation Awards Committee, with/without Board input, depending on number and quality of submissions).

Announce Student Dissertation Award winners to winners and membership (President)

Invite the Dissertation Award winners, in order until one accepts, to present a poster at the Division 12 Social Hour, which comes with a \$100 award from D12. If none are going to APA, invite APS poster competition winners and then Distinguished Contributions, again in order until one accepts. If there still are no takers, invite the SSCP student reps. (President-Elect)

Submit APA Program (major time blocks only; details due in mid-late January) (President-Elect, Division 12 Representative)

Reminder to full and student members to renew membership (Membership Committee in conjunction with Secretary-Treasurer)

Prepare tax forms for Div 12 office (due early Jan) (Secretary/Treasurer)