



## Association of Psychologists in Academic Health Center

### The Voice of Psychology in Academic Health Centers

#### APAHC Board Conference Call Meeting Minutes

May 1, 2017 at 5:00 PM (EST)/4:00 PM (CST)/ 2:00 PM (PST)

Present on the call: Drs. Cathy Schuman (Voting Member); Amit Shahane (Voting Member); Annie Bradford (Voting Member); Donna LaPaglia (Voting Member); Kristine M. Diaz (Voting Member); Roseanne Illes; Laura Shaffer (Voting Member); Barbara Cubic; Wendy Ward; Ron Brown (Voting Member); Amy Williams and Gerald Leventhal.

1. Meeting was called to order at 5 pm. Reviewed April meeting minutes, which were approved by the Board.
2. Treasurer's Report (Dr. Amit Shahane): Change in numbers due to payment for conference expenses. Financial standing post conference similar to standings post conference in the past.

Awaiting CE invoice from EVMS. APA was sent an invoice.

Checking	\$41,481.42
Savings	\$10,058.36
<u>Discretionary Savings</u>	<u>\$ 2,202.30</u>
Total	\$53,742.08

3. President's Report and Items for Discussion:
  - a. (appointed) AAMC Council of Faculty and Academic Societies (CFAS) Representatives (Jan 1, 2015 - Dec 31, 2017)
  - b. (appointed) Ex Officio Member – Editor, JOURNAL OF CLINICAL PSYCHOLOGY IN MEDICAL SETTINGS (Jan 1, 2012 - Dec 31, 2017)
4. Committee Updates:
  - a. Elections update (Dr. Ron Brown): Two listserv postings sent via APAHC listserv for open Board positions and solicitation of nominations. No nominations received at this point. Deadline for nominations will be May 15<sup>th</sup>. Each Board Member will work to identify one nominee for a position. Secretary will create an online survey to be sent via APAHC listserv.
  - b. Final update post-conference 2017 (Dr. Amy Williams): Two remaining tasks for completion: APA and EVMS invoices.
  - c. Update from membership committee (Dr. Wendy Ward): Part of the membership survey responses were shared with Board. 138 responses out of 238 members. Brief overview of demographics: Predominantly female, Caucasian, and varied career levels. 43% percent of respondents are Division 12 members. Some survey items assessed membership benefits, particularly JCPMS and listserv. Respondents reported appreciating being kept current on trends in field and support from APAHC. Identified wanting notification about renewal for membership and newsletter. Dr. Ward indicated that the survey results should further in-depth discussions to guide and inform potential changes. Additionally, updating website, changes in future membership surveys to assess diversity (gender and race/ethnicity), and use of social media to disseminate JCPMS articles. Dr. Ward indicated that survey results was shared with APAHC



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committees. **Dr. Schuman reported that those committees should review survey data for further Board discussion.**

d. Publications and Communication:

1. Journal/JCPMS (Dr. Gerald Leventhal): Dr. Leventhal's 5 year term ends at the end of the year. Board was awaiting approval from Springer for APAHC to take lead in identifying potential editor. Discussed creation of search committee comprised of past members of editorial board to be included in committee. The committee may potentially select 2 individuals for Springer to make the decision. Dr. Butt will reach out to Dr. Leventhal to confirm Springer approval for APAHC to lead search for editor. Discussed potential marketing for candidates both within APAHC and outside of organization. Dr. Brown suggested to create an ad highlighting goals of JCPMS for APAHC. Dr. Leventhal made the call in our last remaining time. Drs. Butt, Leventhal, Shahane and Cubic will be part of the search committee.
2. Newsletter (Dr. Cesar Gonzalez): Unsure about status of newsletter. Dr. Schuman reported that she will reach out to Dr. Gonzalez to determine continued interested as editor.

- e. CFAS (Drs. Shaffer and Cubic): AAMC requested for APAHC to sign a letter to Congress to increase NIH funding. Drs. Shaffer and Cubic shared information on the intention of AAMC's letter and supporting organizations (which included APA). Board approved to add APAHC to AAMC letter.
- f. APA Convention Session (Dr. Zeeshan Butt): Update on Transformative Challenges and Opportunities to Facilitate the Adoption of Behavioral and Social Science Findings in Health Research, Practice, and Policy. Thursday 8/3/2017 12:00 - 1:00 PM, Location: Convention Center Room 144C, Capacity: 100
- g. Updates from Div 12 (Dr. Donna LaPaglia): Dr. LaPaglia has worked with Tara Craighead (Division 12 administrator) to reserve the Division 12 suite for the Convention. Space is being shared with Division 53. Once Division 53 has provided their Convention schedule, we will be able to determine available times for APAHC's use.
- h. Diversity Committee (Dr. RoseAnne Illes): Dr. Illes reported that conference call was held. New members have joined the committee, which has brought enthusiasm to engage in activities. A shared document was created for future collaborations for the committee.
- i. Student Representative (Teresa Y. Pan, MA): Ms. Pan reported discussions with Division Student Reps about potential collaborations to increase student opportunities within APAHC.
- j. Early Career (Dr. Leila Z. Islam): Dr. Islam reported via email that the ECBC survey responses rate is 68% with 17/25 participants completing it. ECBC committee will work to interpret the data to improve for next BC and provide feedback to speakers and facilitators.
- k. Website: Dr. Shahane reported that a call is set within the next week to discuss the website.



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5. New Business:
  - a. Bylaws and Board Nominations: Dr. Butt discussed bylaws and voting for bylaw changes within election year. Board discussed optimal strategy for voting for bylaw changes and election for open Board positions. It was suggested that the Board consider changes to bylaws prior to nominations and election for Board positions, particularly to be explicit in the bylaws regarding Division 12 membership to hold Board positions. The Board decided that we would explicitly state Division 12 membership requirement for Board nominations in our advertising for Board nominations. Additionally, we will use the election to vote for new Board members and bylaw changes in one survey to ease survey burden on the membership. It was suggested that the Board utilize a future conference call regarding bylaw changes.
6. Next Conference Call: Monday, June 5, 2017 – **5 PM (EST); 4 PM (CST); 2 PM (PST)** - (800-977-8002; participant code 778748#; moderator code 979266)