



Association of Psychologists in Academic Health Centers

The Voice of Psychology in Academic Health Centers

APAHC Board Conference Call Minutes

Monday, May 2, 2011 5:00 – 6:00 P.M. E.D.T.

Present on call: Drs. Alfiee Breeland-Noble, Barbara Cubic, Kim Dixon, Melisa Moore, Bill Robiner, Kathryn Sanders, Catherine Schuman, John Wryobeck

- I. Call to Order: 5:07pm
- II. Approval of Minutes of April 4, 2011- Approved.
- III. President Report
 - A. Election results: Congratulations to Drs. Brown, Dixon, Brosig-Soto.
 - B. Special Projects: Dr. Schuman will continue involvement by leading a new Special Projects committee.
 - C. Thank you Dr. Wryobeck for his amazing work with the website and conference.
- IV. Treasurer Report and Financial Matters: Dr. Dixon
 - A. Financial update: We are still in a financially strong position. Dr. Dixon reported on the current assets in checking and savings accounts.
 - B. Endowment fund in process. Dr. Dixon is working on the document to publicize the fund.
 - C. Financial accounting for Boston Conference is being finalized. We are waiting on final attendance numbers from Division 12. We have netted a small profit from the conference.
- V. Division 12 Updates: Dr. Hong/Lynn Peterson were not on call.
 - A. Section Update for *The Clinical Psychologist*: will try to get something into next issue discussing our recent conference and possibly revision of our website and the early career boot camp.
- VI. CAS Update: Dr. Smith/Dr. Belar: not on call.
- VII. Committee Reports/Discussion
 - A. Conference Committee: Dr. Nash and Dr. Schuman
 1. Follow-Up
 - a. Creation of a planning document for the next conference by Dr. Schuman.
 - b. Selection of 2nd Chair and activation for new Committee. Dr. Laura Shaffer will serve as one chair. We will need a second person, preferably someone who is mid- or late-career, to help enlist speakers. It would also be beneficial to have someone who is located near the conference site to help with organization. The Board is considering options.

- c. Dr. Schuman will donate the remaining poster boards to a local elementary school for their arts program with the full approval of the Board.
 - 2. Early Career Boot Camp Writing Project is underway. Drs Sanders and Foran-Tuller are putting together an outline and forming a group to write.
- B. Membership Committee: Drs. Wryobeck and Schuman
 - 1. Current Status: Membership continues to grow. Currently 155 members.
 - 2. Proposed outline for systematic approach to enlist new members to include developing a list of psychologists in departments of psychiatry and family medicine to identify potential members; and developing a plan to solicit student members and psychologists in VA hospitals.
 - 3. Opportunities to engage members: Dr. Wryobeck will add on our membership application form what people are interested in contributing.
 - 4. Membership Directory (for website) is still in process.
- C. Elections/Nomination Committee: Thank you to Dr. Sanders for successfully running the recent elections.
- D. Publications and Communication: Drs. Wryobeck and Moore
 - 1. Discussion of committee function and needs
 - 2. Logo for communications/Stationery- Brief discussion on how we could file-share stationary documents that all board members could access- via our website? Dropbox? Will revisit this issue. Dr. Wryobeck will consider options for the organization (e.g. second firewall for Board members vs. Dropbox).
 - 3. Listserv: Dr. Wryobeck
 - 4. Website: Dr. Wryobeck
 - a. Members section is in process. Close to completion.
 - b. Board- outstanding pictures: please send your picture if it is not up on the website yet.
 - c. Journal/*JCPMS*
 - 5. Newsletter: Dr. Moore provided preliminary ideas for the e-newsletter. Will need to be cognizant of not using the newsletter to send time-sensitive information nor duplicating information on the listserv. Focus will be on providing information about the organization twice per year. Recommendations for article ideas and any photos are welcome at this time. Dr. Moore will send out an announcement about the newsletter and solicitation of ideas over our listserv. Dr. Breland-Noble suggested we look at Division 45's newsletter. APPIC and Division 38 newsletters are also being looked at for ideas on structure, format, and content.
- E. Awards Committee: Dr. Linton not on call, but just sent out a last call for nominations.
- F. APA 2011 Conference Schedule (Washington DC): Dr. Cubic
 - 1. Board Meeting time: Since there will be a small number of board members at APA, the meeting will not need to take place in the Div 12 hospitality suite. 9-11am Thursday, August 4th, location TBD.
 - 2. Business meeting time conflicts with our other events. Due to this conflict, there will be no business meeting at the upcoming APA conference. Dr Cubic will let the APA conference committee know so that it does not appear in the convention schedule.
- G. Research Committee: Dr. Leventhal not on call.

VIII. Bylaws revision: Plan is to update bylaws and Officer's Manual. Dr Schuman will read through all documents by next meeting and identify areas that will need work. We can then determine how many people she will need to assist.

IX. Next APAHC Board Conference Call: **Monday, June 6, 2011 @ 5:00 P.M.**
E.D.T.

X. Adjourn: 6:05pm.

Respectfully Submitted,
Kathryn A. Sanders, Ph.D.