

APAHC Board Conference Call Meeting Minutes

January 7, 2019 – 5 PM EST / 4 PM CST / 2 PM PST

Present on the call (**bolded** are voting members):

<input checked="" type="checkbox"/> Annie Bradford	<input checked="" type="checkbox"/> Wendy Ward	<input checked="" type="checkbox"/> Lauren Penwell-Waines
<input checked="" type="checkbox"/> Ron Brown	<input checked="" type="checkbox"/> Laura Daniels	<input checked="" type="checkbox"/> Bill Robiner
<input checked="" type="checkbox"/> Zeeshan Butt	<input type="checkbox"/> RoseAnne Illes	<input checked="" type="checkbox"/> Laura Shaffer
<input checked="" type="checkbox"/> Liz Cash	<input type="checkbox"/> Brian Isakson	<input checked="" type="checkbox"/> Amy Williams
<input checked="" type="checkbox"/> Molly Clark	<input checked="" type="checkbox"/> Leila Islam	<input checked="" type="checkbox"/> Joey Yost
<input checked="" type="checkbox"/> Donna LaPaglia	<input checked="" type="checkbox"/> Michael Mejia	<input checked="" type="checkbox"/> John Yozwiak
<input checked="" type="checkbox"/> Amit Shahane	<input checked="" type="checkbox"/> Teresa Pan	

1. Call to order: 5:04 pm called to order.
2. President's Items (Dr. Butt)
 - a. Feedback on request to sign on to STEM letter re sexual harassment (materials sent under separate cover): APAHC was asked by our AAMC rep to sign on to this consortium. Dr. Robiner stated that CFAS has taken this issue seriously and may be discussing the topic extensively at upcoming meetings. Unclear if a cost is associated with this. Dr. Shahane commented that APA may be a sponsoring society comprising the executive committee, suggesting there may not be a conflict in signing on. Dr. Brown questioned whether it would be appropriate to sign on if APA as an organization is already involved. Dr. Butt stated his impression that APAHC is not prohibited from being a separate signatory if we decided to do so. Dr. Robiner researched further and determined there is a substantial fee for participation that may be prohibitive for APAHC. It is unclear what these funds are used for. Dr. Butt asked Drs. Robiner and Shaffer to communicate with AAMC that APAHC is supportive but unable to participate in the initiative financially. Dr. Ward suggested other ways of supporting, such as links on the website, etc.
 - b. Web Editor update: Dr. Isakson has held this position for several years and was instrumental in helping get the website redone. He has communicated a need to step down from the role effective immediately due to increasing work responsibilities. He suggested a potential replacement, Phil Fizur, PsyD, a postdoctoral fellow at an MD Anderson in New Jersey. He has already been helpful in recent work on the new website platform. He and Dr. Daniels will determine how website updates will happen in the future.
 - c. Web maintenance plan: We have been discussing contracted plans for ongoing site updates. For first quarter of 2019 we will go with a smaller plan and reevaluate at the end of the quarter to determine how this fits our needs. The price is \$1000. No concerns or questions were raised. PageCrafter has been flexible in devising a contract that fits our needs, and adjustments can be made as necessary in the future.
 - d. Appointment of Teresa Pan as chair of education and training committee: Dr. Pan has been committee chair for 3-4 years and has been effective in getting trainees involved in APAHC. She will transition out of this position as she is no longer a trainee. Dr. Butt requested the board members identify potential a successor to him, Dr. Ward and Dr. Pan. She will transition to chair a not-yet-formed education and training committee, helping to coordinate webinars and educational activities that may go through D12 or other platforms. Dr. Pan will start this role in the middle of this year. Dr. Butt presented this as a requested appointment and opened the

floor for discussion of the position and committee activities, and to request board approval for appointment of Dr. Pan. Dr. Shahane favored the idea and Dr. Pan as chair; sentiment was echoed by Dr. Ward. Dr. Shaffer agreed, and suggested also that future discussions of this nature should recuse the involved individual so that all could feel comfortable expressing opinions. Dr. Butt commented that future procedures should also be held in formats that allow for adequate discussion, such as a separate conference call – not email – and this will be the procedure moving forward. Board approved the new committee and appointment of Dr. Pan as chair.

3. Board Updates

- a. Update on election slates (Dr. Cash): So far there is one applicant each for Division 12 Rep, Secretary, and Member-at-Large. None yet for President Elect. Dr. Robiner questioned whether an individual could serve in dual roles. Dr. Shaffer stated she had previously done this, one elected and voting, and one appointed non-voting, which may be more acceptable than having someone in multiple voting roles. Dr. Cash suggested that the time table for elections should allow for a short extension if needed. Dr. Ward suggested reaching out to members during the conference to garner interest. Dr. Butt encouraged current board members to consider nominations and self-nominations. Discussed procedures for if only one candidate nominated in a role, given bylaws require no fewer than 2 and not more than 4 nominees. Dr. Brown recommended we strive to have 2 people running for each position. Dr. Ward indicated some candidates may hesitate since they do not know whom they are running against. Board members have been discussing these opportunities with potential nominees, and more nominations are likely to come in just prior to the deadline. Dr. Cash will compile all nominations after the deadline and send to the board and elections committee for discussion of remaining issues, if any. Dr. Daniels suggested we extend the deadline to after the conference so that new members can get a better idea of APAHC. Dr. Butt commented that brand new members may not be best candidates given they have not yet had a chance to develop a track record of service to APAHC and volunteerism related to the association's activities. Board consensus was to keep current deadline at present.
- b. Board meeting and dinner at APAHC: Board meeting is Friday 6-7p (Central) in main conference space, dinner at 8p. Some board members cannot join in person; Dr. Butt queried whether they want to attend remotely. At least 2 board members may wish to do so. Dr. Butt requested discussion about how to structure the face-to-face meeting. Dr. Ward requested some unstructured time for discussion and generation of new ideas and initiatives. Dr. Shahane questioned whether the Springer rep would be presenting to the board. Dr. Butt will follow-up with her, Katie Chabalko, to determine this. Dr. Robiner asked about bringing spouses to dinner. Traditionally APAHC has covered costs according to Dr. Shahane. There is no policy regarding this, and it was suggested we keep it the same. Dr. Butt stated the limitation for the current dinner is space, as the restaurant can accommodate only a party of 20.

4. Other business (All):

- a. Dr. Shahane updated the board that the taxes were turned in which should allow for some funding to be returned for timely submission of paperwork. Dr. LaPaglia indicated D12 still has this policy and some return of funds should be received.
- b. Dr. Pan stated she will soon send a trainee and early career email and invited board members to let her know of committee needs. Dr. Williams asked that she highlight the early career social hour at the conference.

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5. Next Conference: **Friday, February 8, 7 PM EST/6 PM CST/4 PM PST**, Le Méridien, New Orleans, LA.
 6. Addenda:
 - a. Review of December board meeting minutes was not undertaken during the conference call. On January 7, 2019, Dr. Cash distributed the December meeting minutes to the board for review. Dr. Butt followed with an email to request board members edit or confirm approval of December minutes. Seven approval votes and 1 abstention were received.
 - b. On January 14, 2019, Dr. Butt emailed to voting members a request to vote on whether APAHC should add its name to the list of societies endorsing the Consensus Statement from the Coalition for the Advancement and Application of Psychological Science (CAAPS) Multidisciplinary Summit held September 2018. This was in response to a request from D12 regarding the CAAPS statement to help D12 determine whether it should sign on. A unanimous approval vote was received. Given the result, Dr. Butt asked the CAAPS representative to list APAHC as a separate cosigner.