

CDSPP Executive Board Meeting
January 22, 2009
Minutes

1. Bill Strein came as our representative to the CoA to discuss a more formal relationship with CDSPP. He has been posting implementing regulations and questions up for public comment to the listserv, but will send info to Ed Daly to distribute to the EC when he needs specific input from us as an organization. He suggests we consider having a CoA rep on the EC.
2. Stacy: CDSPP will reimburse for ½ room cost, travel to and from airport, and airfare for EC members. She will provide a form to submit with receipts for reimbursement. The hotel comped two rooms this year; they went to the most senior members of EC (this year, Ed and Stacy) and if we continue to receive them, that policy would continue. Stacy moves that EC also reimburse for internet access; Cathy seconded, all approved. Stacy suggested that EC members have internet included on hotel bill to allow reimbursement.
3. Preparations for elections for EC positions (replacements for Stacy & Ed). As of August, Tanya will be Treasurer, Chieh will be Chair-Elect, Kathy will be Chair, Cathy will continue as Secretary. Cathy, as Secretary, will send out email soliciting nominations; Ed will also announce tomorrow and solicit nominations. EC members will informally approach people who might be interested at the meeting. Cathy will follow the bylaws for voting procedures. Will have conference call to certify vote after that.
4. Review of Chair, Chair-Elect, Treasurer, and Secretary assignments. We have written job descriptions, available from Ed.
5. Mike Furlong is willing to continue handling website if we want him to. Agreed by acclamation. EC members should send any suggestions to Mike for changes. Bill Stilwell continues to maintain listserv at UK; need to make sure that continues now that he is retired.
6. Treasurer's report (Stacy): Current balance: \$31,118.29. This is generally the high point right now since approximately \$6,000 in conference fees have been collected but costs have not been subtracted yet. Cost of conference this year should be approximately: \$7,409.61 hotel, one lunch is sponsored by Pearson (\$2,500) but no other sponsors so we will cover two breaks, EC travel was about \$4,000 last year, probably will run \$5,000 this year (one more

member). Stacy submitted a spreadsheet showing income and expenses. Annual expenses run about \$10,800 with about \$8,600 income from program dues. This year, dues increased to \$175; 49 member programs have paid (out of 86 programs that have at some point been CDSPP members); name badges are coded to prompt payment. After the meeting, Stacy will email programs that haven't paid. Sponsorship is down (Pearson pledged \$2,500 this year, but we lost PsychCorp and AGS due to merger with Pearson; never heard back from PAR). For next year, joint conference, so CCTC may be handling sponsorships. For 2011, Chieh will need to contact Pearson about sponsoring lunch and PAR about sponsoring a coffee break. This year, breaks are covered by CDSPP. Seventy-five people attended the conference this year, which is down slightly from 81 last year.

7. Secretary's report (Cathy): Need to approve minutes from last conference call. Not everybody responded to email before the holiday break. Cathy will email them again and everyone will check them; Cathy will forward to Mike to post after approval. Notes from this meeting will be emailed to EC after editing; Cathy will forward to Mike to post after approval.
8. CCTC liaison (Ed): He will attend March meeting, but then will rotate off; new person will start in August. Chieh as Chair would be best if possible—they hold March and October meetings in Washington, DC, cost covered by CDSPP and APA. Meetings are coordinated with APA Consolidated Meetings about everything, which you may but are not required to attend. Chieh agreed to take on this role. At the last meeting, CCTC talked about the combined conference; internship supply and demand imbalance; Cathi Grus presented on the competencies benchmark document; a practicum training survey will be done at some point.
9. SPSC (formerly Synarchy) and SPLR liaison will be Cathy. These meetings are generally at the NASP and APA conferences.
10. APPIC liaison—need one. Tanya volunteered. We sent John Carlson to the last meeting since none of us could attend. Gene D'Angelo is the APPIC rep and will present tomorrow; Tanya will touch base with him to reestablish the liaison role.

11. Update on 2010 joint meeting of Councils. Kathy passed out draft agenda for joint conference. Kathy is on program committee. Don't know registration cost yet. We voted for separate registration, but vote isn't done yet. We will probably know the cost in March. Hotel room rate will be \$199. Title is: Assuring Competence in the Next Generation of Psychologists and competencies is theme. EC will meet Wednesday Feb. 10th. Individual councils meet on Thursday, Feb. 11th. Full meeting starts on Friday Feb. 12th, with full day of sessions and half day Saturday. Saturday afternoon is also available for individual councils to meet. Pat DeLeon will be keynote speaker. There will be plenary sessions, then expert speakers. Afternoon breakout work sessions that should be people from a variety of councils. Joint programming is based on competencies; curriculum; assessment; communication; emerging areas of practice (diversity, technology, rural, etc.); competencies after graduate school; leadership (training directors etc.); supportive environments for diverse students and faculty; difficult students; helping students deal with difficult situations; external forces affecting practice.
12. Jason from hotel greeted us. Julie Smith, hotel meeting coordinator, and Cindy from hotel catering met with the group. This year is set up and ready to go. Lynne in concierge will help with outside activities if requested. We pay by check (Stacy will leave check today; will bill if there is a balance).
13. 2011 hotel contract was reviewed by Ed. Need to change Thursday room to 20 people at \$175 rate, since fewer people attend first day. Chieh asked if internet access could be included. Julie Smith will check on including a flat fee for internet wireless access for 2011. Chieh will be contact for 2011 conference. Ed handed off contract for 2011 to Chieh. Julie will get revised contract to us today. Chieh will contact Julie in September to set up registration web site; also will send EC names to hotel to reserve those rooms.
14. 2012 hotel contract is being drawn up and will be reviewed by Chieh (who will be the signer), Stacy, and Ed. Dates will be February 26-28th, 2012. Thursday afternoon room for 20; ballroom for Friday and Saturday. Same hotel room number estimates. Julie will provide Ed a contract this afternoon.

15. CDSPP dinner at APA: honoree and assigning arrangements. Toronto 2009. We discussed potential honorees and will officially announce in the near future. Plan it for Friday night, August 7th. Kathy will try to get some recommendations for restaurants. Tanya will send out notices, collect checks, and maintain list of attendees. Cathy will arrange for dinner.
16. Guidelines for funding criteria (Stacy will add these guidelines to the funding request form):
 - a. We consider funding requests twice per year, March and October.
 - b. We intend to support national initiatives relevant to doctoral training in school psychology.
 - c. We will consider supporting research if the project will produce a resource that will be available to the field. The results should be presented at the mid-winter meeting. We are not willing to pay for time or salary.
 - d. Organizations that we have supported in the past (NASP, SPRCC) will need to apply under the new criteria.
17. Consider Bill Strein's suggestion that we have a CoA rep on CDSPP EC. Can see benefit of having a close relationship, as APA is undergoing great changes (under pressure from their accreditors). It would allow the EC to deliberate on issues in a more timely manner and in more depth. The EC discussed whether the best way to have a closer relationship with our CoA rep is to put them on the EC, or a formal liaison relationship participating on conference calls and meetings. Adding the CoA representative as an EC member would require to changing bylaws, but as a liaison we can just invite to participate. Vote to invite as liaison; ask the two reps to choose who will be the liaison. We can support one night at mid-winter meeting, if they don't have support elsewhere that will cover the additional night.
18. Last minute details in preparation for mid-winter meeting
 - a. Panels and work group activities

Have materials, Power Points, etc. Ed will be moderating time. Not much discussion—hold it for the work groups.

ASPBB practicum document was included in materials, which has been controversial at other meetings. Don't want to get sidetracked by this—focus on APA practicum competencies.

Ed will circulate forms for volunteers to facilitate each workgroup. Assign one topic to each facilitator, give them handout day before to think about it. EC members will circulate as needed.

b. Schedule

15 minutes on Saturday to explain process. Will ask for volunteer in each group to take notes on laptop and email them to Ed to edit and post on website. People will pick areas of interest, “vote with their feet.” Only have 75 minutes. We'll be flexible about setting up groups—each of us will oversee our facilitators. Want 5 or 6 people in each workgroup.

c. Sponsors

Pearson is sponsoring a lunch.

d. Registration

Preregistered people have tags, will be on one side. Some have not paid, so those will be separate and Stacy will catch them to pay. If new at the door registration, take a check or write name down to pay later. Stacy will be at registration table by 8. Others can come to help too!

e. Evaluation

Tanya has evaluation form. Will pass out in the beginning, tell folks to turn in to envelope on registration table. Tanya will collect and analyze.

f. Other?

Ed will compose a Chair report of the meeting that will summarize findings and action steps, and will append the breakout reports.

CDSPP no longer arranges airport transportation, but we will set up a transportation message board sheet at the registration table for people to contact one another.

Meeting was adjourned for lunch at noon.