



International Council of Psychologists

## Incoming Board Meeting

Tuesday, June 26, 2018

Montreal Canada

**Present:** Board Members: Natalie Porter (President), Jean Lau Chin (Past-President), Anna Guil (President-Elect), Nancy Sidun (Treasurer), Elaine Congress (DAL), Amina Muazzam (DAL), Andrew Simon (DAL), Josephine Tan (DAL), Swati Bajpai (Student DAL), Merry Bullock (Secretary-General); Florence Denmark (UN Committee), Machiko Fukuhara (past-past-President), Anna Laura Comunian (Posters in Absentia Awards Chair), Naoki Asazuma (ICP member)

### Welcome and Introductions

The President welcomes new Board members and asked them to introduce themselves. She then expressed thanks to the conference committee, awards chairs, and others who had contributed to the ICP2018 conference.

### Agenda Development

The president invited review of the ICP2018 meeting and feedback. There was consensus to continue to involve students more heavily in ICP activities and to send an evaluation summary and membership information immediately to student participants. Review of outgoing board meeting and implications for incoming year.

### Student Activities

Swati Bajpai raised the issue of expanding student involvement in ICP and made a proposal to recruit student presenters at national and international associations to publish their work through ICP. There was a suggestion to begin an online journal with this goal. It was noted that ICP did have a journal, *World Psychology*, some years ago (Uwe Gielen was the editor). There was discussion of expanded conference proceedings to offer a publication outlet, as colleagues, especially students, are more likely to participate in activities if it leads to publication.

### Report on ICP@75

Harold Takooshian reported that the initial run of ICP books was 200. The editors have agreed to keep the cost to under \$20 per book to ICP.

### Social Media

Amina Muazzam offered to develop a Pakistan ICP Facebook page.

Action: the ICP Secretariat will establish a Facebook page that can be connected to other local national pages. It will be necessary to find a Facebook administrator.

## Responsibilities of Board of Directors

There was a brief introduction to the ICP Board tasks and responsibilities. In brief, each ICP Board member is expected to be responsible for one or more activities in the association (e.g. committee chair, activity chair) and to regularly communicate activities and status to the ICP Board. Board members are also expected to attend Board meetings, either in person or via electronic means. Meetings will be planned sufficiently in advance that Board members can plan accordingly.

ICP is currently in the process of reviewing and updating its bylaws and will be producing a Handbook. Board members or ICP members are encouraged to join the Bylaws or Handbook committees.

Board Meetings will be planned on a quarterly basis. The schedule will be circulated for one year in advance. The next Board meeting is planned for September. The Secretary-General will send a revised time schedule to calculate an appropriate conference time. Board meetings are usually scheduled for 2 hours.

### Meeting Attendance

Board members are expected to attend all meetings either in person or via teleconference. With continued absences, the Board will reach out to encourage engagement.

There was discussion of the status of the ICP Secretary and agreement to continue attempts to reach Dr. Aire.

Action: J. L. Chin to attempt to reach Dr. Aire

It was agreed that the Secretariat will send a welcome letter to new Board Members outlining the terms of service, meeting schedule, and other logistical items.

It was agreed that ICP will acknowledge Board Members' service to their institutions. The Secretariat will request from Board members contact information for institutional contacts.

## Membership (Andrew Simon)

1. The Board was referred to the Membership report from the outgoing Board Meetings
2. There is a need for guidelines for Area Chairs and Liaisons.

The Membership Chair will ask the World Area Chair Sandra Neil if such guidelines exist and if not, will provide them.

- a. Guidelines for Area Chairs should include instructions on using contacts with Associations, Listservs, Universities and cross-disciplinary connections for fostering contact and interaction.
  - b. There is also need for an ICP Coordinator to disseminate information about the multiple Area Chair activities.
3. The Board discussed the new Membership Committee proposal introduced at the Outgoing Board Meeting (see Outgoing Board Book). In brief this is to:
    - a. **Develop a Fellows Membership Level**  
There was discussion about possible criteria for Fellows status (e.g. publications; service to ICP; social justice framework)

The Board voted to establish a Fellows Membership category

The Chair of the Fellows committee will be Andy Simon initially. Members on the committee include: Florence Denmark, Elaine Congress, Merry Bullock. The initial task is

to develop criteria for Fellows status and procedures for applying for and obtaining Fellows status.

The initial Fellows Committee will come to the Board with a proposal.

**b. Increase Visibility for ICP**

The web now has a new “donations” page that calls attention to ICP donor categories. The new proposal is to use this to attract more institutional interest in ICP by soliciting donations and offering visibility to donor activities and efforts.

A proposal for corporate / foundation solicitations will be brought to the Board (Simon)

Another aspect of the “donations” page is acknowledgement of Life Status members who contribute dues to ICP. This led to a discussion of “Life Status” criteria and a request to Ann O’Roark and others to provide historical materials on this status.

Clarify Life Status criteria and post this on the web

**c. Develop active webinar series**

Activities that can capture the energy and creativity of members  
Consist of talks, courses, plenaries, including planned series  
Offer CE credits (need ICP CE Committee)  
Provide an incentive to join ICP  
Mechanisms might include partnering with ICP member universities.

The Board approved establishing a Webinar Committee with Andrew Simon as initial chair.

The Secretariat will include a call for interested Webinar Committee members in a general call for participation.

Some initial thoughts were that the speakers would be invited, not necessarily ICP members. Free participation would be limited to ICP membership; others might pay a fee to participate. CE credits might be an extra fee.

## Conference Planning

1. 2019 Conference

President -Elect Ana Guil indicated that Cadiz, Spain would be a possible site for the 2019 ICP Conference. The conference would be held at the University of Cadiz.

There was discussion of local hotels and a clear wish from the Board to find a recommended hotel that is modest enough in price to accommodate ICP delegates from both resource-rich and resource challenged places. There will also need to be accommodation for students, perhaps in university housing.

It was agreed that there needs to be a follow-up conversation with the 2018 Conference planning group to continue planning for 2019. There will be a Conference Planning Group, chaired by the President, and a Local Conference Organizing Committee chaired by the Local Conference organizer.

Dates for ICP2019 need to be confirmed

2. Locations (future years planning)

The 2020 Conference will be held in conjunction with the ICP2020 in Prague, Czech Republic. There was discussion of format for this conference, and a suggestion that conferences held in the same year as major international congresses might have a different format than conferences held in “off” years.

Planning for 2020 will be on the agenda of the Conference Committee.

### Awards Coordinator (Josephine Tan)

1. There was discussion of the proposed new timeline for awards so that awardees would be expected to give an award talk in the same year that they accepted their award. This would improve the process because awardees would be expected to attend the ICP conference only once (of course with the expectation that those who are non-members would join and continue to attend!)

The Board approved changing the awards deadline to 31 October with final decisions to awardees in December of each year.

2. Procedures

The Board agreed that award procedures will be streamlined as suggested by the Awards Coordinator. This includes:

- All nominations forms will be online and all nominations must be made through the online portal.
- The expectation of giving an award talk at ICP will be a clear part of the call for nominations and nominees will be expected to agree to this expectation.
- The Awards Coordinator will provide all awards trophies and certificates.
- Awards sub-chairs will form an awards committee that will be listed on the web.
- The Awards Coordinator will not serve on awards subcommittees.

Awards information will be reviewed and posted on the web within the next month (Tan)

Award information will be disseminated to the newsletter editor, Area Chairs, and on the web

### ByLaws – Further Action

1. There needs to be an appointed Bylaws committee that will review the 2010 Bylaws and Draft New Bylaws from the Bylaws committee chaired by Robert Silberberg, and that will develop a proposed Bylaws Revision to be submitted to the Board for review and approval. The materials

need to provide the documents in a “markup” version showing changes and in a “clean” version, each with line numbers.

## Finances

1. The 2019 budget was approved with an annual transfer of \$7000 from reserves. This transfer is intended to come from conference proceeds. The transfer will be reviewed after 2 years.

## Committee Assignments

1. The Board reviewed the list of ICP committees. The President made the following suggestions for assignments (the Secretariat will confirm)
  - Education Committee
    - CE Committee: Debbie Joffe Ellis
    - Webinar Committee: Andrew Simon
  - Strategic Planning
    - Long Range Strategic Planning: Naoki Asazuma, others TBD
    - Bylaws : Committee to be established. Chair Merry Bullock; Members Ann O’Roark, Mary Beth Kenkel
    - Handbook: Chair: Merry Bullock; Members TBD
  - Conference Planning Committee
    - Conference Organizing Committee
      - Anna Muazzam
      - Anna Laura Comunian
      - Ada Sinacore
      - Steve Demers
      - Natalie Porter
    - Local Conference Planning 2019
      - Ana Guil
  - Membership Committee. Chair: Andrew Simon
    - Interest Group Coordinator
      - Swati Bajpai
      - Ashima Nehra
      - Machiko Fukuhara
      - Amina Muazzam
      - Elaine Congress
    - Area Chairs. Chair: Sandra Neil
      - Area Chairs
  - Awards. Chair: Josephine Tan
  - Finance Committee. Chair: Nancy Sidun
    - Natalie Porter
    - Jean Lau Chin
  - Finance Investment Committee
    - Nancy Sidun, Jean Lau Chin, Natalie Porter, ICP Member (CALL)
  - United Nations. Chair: Florence Denmark
  - Communication and Information. Chair suggestion: Anusha Kassan; Mary Beth Kenkel

- Newsletter: Editor: Ann O’Roark
- Web: Merry Bullock
- Social Media: Amina Muazzam
- Listservs
- Functions
  - Liaisons and Ambassadors
  - Archives. Suggestion: Harold Takooshian
  - Parliamentarian: Ann O’Roark, Florence Denmark

The Secretariat will confirm the above appointments with suggested persons.

Others have indicated interest in more engagement and will be contacted.

## **2018-19 Meeting Schedule**

To be sent