



ICP BOARD MEETING
January 13, 2020, 11 am EST

Attendees: Ana Guil (President), Josephine Tan (President-Elect), Natalie Porter (Past President), Nancy Sidun (Treasurer), Merry Bullock (Secretary General) and Board Members: Naoki Asazuma, Thomas Chacko, Jean Lau Chin, Elaine Congress, Polli Hagenars, Andy Simon, Swati Bajpai (partial).

Regrets: Elison Santos, Ada Sinacore
No communication Amina Muazzam

Extended Board Member Regrets: Machiko Fukuhara, Roswith Ross

1 .Welcome and Roll Call

The ICP meeting was called to order by Ana Guil. She requested that the Secretary-General take the roll call and lead the meeting through the agenda.

2. Approval of the Agenda

The agenda was approved as distributed.

3. Review of ICP 2020 Structure, Committees, and Activities

The Board reviewed the current line-up of standing committees, committee membership, and structural needs for members.

Awards Committee (Chair Mary Beth Kenkel)

The sub-committee chairs were reviewed and it was noted that there is a question whether Anna Laura Comunian is still interested in chairing the posters in absentia award.

Finance Committee

The Treasurer noted that the Finance Committee, which consists of the President and Past-President, still needs an additional member which must be an ICP member not on the Board.

The ICP will put out a call for a member for the Finance Committee.

Publication and Communications Committee

This committee needs a chair.

- Tasks: Consistent and comprehensive outreach and look for ICP, including discussion of a potential journal; The concept for this committee is to address what is that ICP needs

to be able to communicate across the membership to sustain and recruit membership by reviewing current mechanisms and proposing new ones. This includes

- Newsletter, and current goals to make it more interactive; It was noted that in the past the newsletter was a mix between newsletter and what was unique to ICP to include articles and other information in lieu of journals – useful to colleagues from other countries.

Communications, and proposal to create mechanisms for a frequent and regular bulletin that would be useful.

Jean Chin volunteered to serve on a publications committee but not as chair.

The Secretariat will send a call recruit others

Membership Committee

Chair Andy Simon noted that a student will be working on the membership committee procedures for greeting new members.

Area Chairs – this is variable, but at present list of Area Chairs confirmed that they are willing to send information further.

Nominations and Elections

Members of the committee are pro forma

Long Range Planning

This has been focused on the 2021 meeting in Malaysia. There was a question of whether long range planning committee should have membership that extends beyond one-year of president-elect tenure.

There was agreement that it would be useful to have a Board retreat to foster long-range planning. The Board can discuss this.

Committees concerned with planning ICP meetings.

To begin the discussion, the Board reviewed the ICP 2020 and 2021 meetings:

Review 2020 Meetings

- ICP 2020 Annual Conference – Cancun December 11-12, Board Meeting December 10, December 13. This is prior to the IAAP Centennial Conference
- Ana Guil is Chair, Natalie and Josephine are Scientific Program chairs, committee members are listed in agenda materials.
- ICP Regional Conference in Japan – Chairs are Machiko Fukuhara, Sandra Neil, Roswith Roth, Naoki Asazuma
- ICP2021 Organizing Committee – Josephine Tan is chair. She is working with Dr. Shamsul Haque and Dr. Rachel Ting who will form a local organizing committee; ICP will be sending a survey to past ICP meeting attendees about their preferences for when to hold the meeting – summer or winter.

- ICP members in Prague in July (not a regular meeting, but ICP will have a presence at the International Congress of Psychology). These activities are being planned by the Secretariat.

Archivist

Elaine Congress is the Archivist. There was discussion about the tasks. Tasks: (1) Speak with Ann Marie O’Roark about her vision of the Archivist duties. Elaine Congress requested input on her range of tasks. These were specified:

(1) Speak with Ann Marie O’Roark about her vision for the archivist duties; (2) Speak with each Board member to ask what materials they believe should be archived.

Question about the function of the archives: there are general archives for psychological housed at the psychology archives in Akron Ohio. ICP has a subscription to this archive – they take ICP materials and house them. These go back to the beginning of ICP’s beginning.

Will send link to these archives to the Board.

Note, there are also archives for psychology at the University of Wurzburg Germany.

Parliamentarian

Not covered

UN Representation

Not covered

Input/questions were requested about the structure of ICP.

Discussion:

1. There was support to continue to review the structure in a specific strategic planning meeting. One issue raised by Andy Simon was that ICP’s offerings were freely available, which does not offer much incentive for people to join ICP. One question is what ICP want to offer as incentives for joining
2. More general question – what does ICP want to look like in 5 years; how does this impact what ICP can offer members.

There was a suggestion to plan an online meeting for a retreat like meeting. There was also a suggestion to do this process in Cancun. It was agreed that face-to-face helps, and could be difficult on a ZOOM call without prior structuring. If the strategic planning meeting, there should be preparation beforehand to be prepared in a ZOOM call. Want to move beyond brainstorming to structured program to explore plans.

Strategic Planning Group: Andy Simon, Jean Chin, Polli Hagenars, Josephine Tan to develop plans for a strategic planning exercise.

There was agreement to send out a call for area chairs. Andy Simon will write a statement of tasks to go into the call.

4. Treasurer's Report

The Budget was approved last July. Since then there have been some developments that will affect the budget.

First, good news: ICP changed its status with PayPal to nonprofit which means the fees will be lowered from 3-4% to 2% which will lower fee costs.

However, some fees will increase:

- Board meeting costs will increase (budgeted \$500, anticipate \$1300)
- ICP activities in Prague were not budgeted – will be \$5000

This means that the budgeted deficit for 2020 could be as high as \$7000 if there is no profit from the 2020 annual meeting.

There was discussion of ICP activities in Prague and whether ICP should pay for its table at the conference. There were ideas for membership recruitment at the Prague conference:

- Have a membership recruitment action with some kind of “special deal” – if someone joins on the spot there will be a “good deal” – the Membership committee was asked to propose what this “good deal” might be
 - Suggestions – free membership or reduced rate or longer period (e.g. join in July and make it for 18 months)
 - Bookmark
 - Membership kit with information about Cancun
 - Pens

Andy Simon pointed out that this discussion is important also for strategic planning. For example, ICP could attempt to fund itself through donors rather than through members.

ICP might work on leading through its mission, rather than through member benefits. The discussion should be around what ICP wants to be.

The membership numbers tend to remain constant year to year. One issue is if someone does not join, they don't really lose anything. If do care about keeping strong and growing membership, need to have substance for the question of “what do you get” by joining ICP.

There was a suggestion to develop a list of sponsors who might make an ongoing donation for ICPs mission oriented goal. There was discussion of a model like national public radio – members do pay a fee but the bulk of funding comes from somewhere else.

There was a brief discussion of the kind of sponsors who might be approached – Andy Simon suggested associations committed to human rights and social justice. One suggestion was to see who among the exhibitors in Prague might be possible sponsors.

The treasurer reiterated that the budget has been amended since it was approved in July.

The Board voted to approve the amended budget.
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The Secretary-General noted that the budget as approved was a summary page from a new “budget dashboard”. The details for each part of the budget will be available in the complete budget files in the Dropbox.

5. ICP 2020 Conference Activities

ICP2020 Cancun Mexico

The Board heard a progress report and reviewed the 2020 ICP budget.

The ICP Scientific meeting is December 11-12.

The conference will be at the Four Point Sheraton Hotel in downtown Cancun. This hotel is not on the beach but offers very competitive prices for us as an organization . It was noted that the costs for holding the conference in the hotel zone would be prohibitive organizationally.

ICP is obligated to fill 80 room nights: 10 rooms for the Board meeting nights; 30 rooms for each conference night. If we do not fill the rooms, we are responsible for the rates which is a risk of \$7000.

Update on status:

There is a call for papers; plenary speakers are being invited.

The Board reviewed deadline dates and approved June 15 for early bird, August 15 for final submission dates. It was noted that payments for the hotel were June 5 (early) and September (final).

The Board reviewed the budget and approved conference registration fees as proposed in the budget, with calculations for 30, 50 and 70 people.

With 30 people there would be modest losses; with more we will break even or even make a modest profit. The present venue was selected because the current package offer allows ICP to keep conference registrations low. The suggested rates include ICP member, students, accompanying persons, as well as a proposed Mexican colleagues’ rate that is half that of the regular rates. This lowered rate was supported because it would encourage local colleagues to come and recognizes affordability.

The per person expense is anticipated to be \$100.

The Board voted to approve the 2020 Cancun budget.

The hotel contract was sent to Ana Guil, Natalie Porter, Josephine Tan and Nancy Sidun for review. It will be signed on behalf of ICP.

Information about registration dates and rates and accommodation will be posted to the website

ICP at ICP2020 in Prague

- ICP will have a modest presence in Prague as an academic partner.

- ICP members are requested to inform the secretariat of whether they are presenting in Prague
- ICP is attempting to organize a dinner on the last day of the Prague conference.
- ICP Board and members will be invited to bring materials to the ICP table.

ICP Regional Conference in Japan

The Board was referred to the report in the materials.

Naoki Asazuma reported:

The ICP conference will be 11-12 in July in Japan. There is a flyer online. For the program: on the 11th activities will be Sandra Neil's talk and workshop; One goal of the meeting is to increase involvement in ICP interest groups and also to find new interest group. On July 12 will be several talks, including Ana Guil, Amina Muazzam, Jason Wynter, Roswith Roth and others.

Finances: the organizers are not asking ICP for assistance, as a host country they will be able to cover expenses.

The organizers expressed thanks to the Secretariat for posting materials on the website. Naoki Asazuma was asked to contact the Secretariat or Board if any assistance is needed.

ICP 2021

This was covered earlier in the meeting. The next step is to determine the timing of the meeting before planning can continue.

Josephine Tan did note that ICP cannot predict what situations around the world will be for planned ICP meeting venues. She would like to plant a seed for considering what ICP will do if going to a planned venue becomes unfeasible because of situations in the venue country, for example political changes. She suggested that ICP might want to develop contingency plans, including planning a virtual meeting.

6. Membership Report

The Board was reminded to please renew their membership for 2020.

At the time of the Board meeting there were 40 renewals for 2020. The report is in the Board agenda materials.

A student ICP member, Nadia Meshkati is working on a system for rapidly responding to new members.

The Board was asked to address an issue about ICP interns at the UN. In past years, their membership has been covered as a group by the UN Main Representative, Florence Denmark. This year, ICP interns were asked to cover their membership and the question rose of whether they needed to pay. It was agreed that interns DO need to be members, but whether their membership dues might be waived while they are serving as interns.

There was general support for waiving or lower fees for the interns. There was also a suggestion to work on the interns for recruitment for the interns to continue after they leave school as ICP members after they graduate.

The recruitment of ICP interns was reviewed: there is a call for interns each year. Interns are recruited and selected by the UN team. Elaine Congress noted that the ICP selection process is rigorous. There was a suggestion to include in strategic plan discussion including students from around the world as ICP interns. Andy Simon noted that there is an expressed desire on the part of students to be involved in UN activities who do not live in New York. It was noted that ICP also has representation in Vienna and Geneva, so there may be further opportunities for students.

Swati Bajpai suggested that ICP might want to retain a minimal fee for ICP interns to assure high quality interns. Andy Simon noted that the selection process is rigorous. Thomas Chacko noted that the geographical constraint does limit the pool of potential ICP interns. There was also a suggestion to develop possibilities for students to participate online for the most part and come to the UN in person once or twice a year. There was the suggestion that because internship at the UN is a highly sought after position, it should be possible to charge membership fees; and to consider broadening the geographical boundaries.

The question was called whether to waive 2020 registration fees for the interns. It was agreed to offer a waiver rather than free dues. This means that the interns would still need to sign up for ICP as members but they would register with a special code that waives fees for the period serving as an intern.

The Board voted to waive membership fees for student members who are ICP interns at the United Nations.

7. Nominations Committee

Natalie Porter presented a dilemma for nominations for 2021 positions. She Porter asked for discussion prior to proposing a motion.

There are two issues: if the annual meetings are consistently changed to December, the elections cycle should also be changed to reflect that. Second issue is specific to 2020-21. For this case, Natalie Porter proposed that elections be postponed for one year.

Issue 1: The ICP elections cycle and change in positions is tied to the ICP annual conference, with the outgoing and incoming committees meeting at the ICP annual conference, generally in the summer. If ICP changes its meetings so that they are routinely in December, this might lead to changing the presidency terms to reflect this and to maintain a good leadership flow.

For issue #1 the Board discussed the pros and cons of when the meeting was held; it was agreed that consultation with the membership would be helpful for a Board decision about whether to regularly hold meetings in December rather than in the summer, but a first step was to ask the Board to complete the questionnaire first.

The Secretariat will send a link to the Board to complete the survey.

Issue 2: This is especially relevant for 2020-2021 when the annual meeting will be in December. Without a change, President-Elect Josephine Tan will serve as president for only 6 months (since the transition will occur in December) if the next President-Elect assumes office as president in the summer of 2021.

Issue #2: 2020-2022 Cycle

Natalie Porter proposed that the elections cycle be postponed, given the December meeting time for the 2020 meeting. Postponing the election cycle would also serve to synchronize the elections process so that the same number of DALs would be up for election each year following.

It was agreed that the survey would be sent to the Board, and that the Board could then discuss via email timing for the meetings.

Natalie Porter then needed to exit from the meeting.

8. Awards Committee

The Board was referred to the report from the Awards Chair and to the action items in the report. These concern:

1. **Changes to the poster contests at the annual meeting.**

A. In a prior Board meeting, it was decided that in absentia posters would continue for future conference but would not carry a monetary award.

Question from Mary Beth Kenkel: to whom is the in absentia poster award open? To whom is the poster contest open? Josephine Tan noted that traditionally the in absentia contest has been open to students only. Jean Lau Chin concurred. Josephine Tan suggest that the poster contests (in person and in absentia) both be open to students as first offer only. Of course, anyone of any age can submit a poster.\

B. Who would chair the poster contest award? It was noted that Erinn Cameron, ICP student member, has offered to develop the poster session and the Board agreed to nominate her as award chair.

2. **Amount of the poster contest awards.** It was noted that there is \$200 in the budget for awards. The Board suggested that there be \$100 and 4 x \$25 awards.

This suggestion will be sent to the Awards Chair, Mary Beth Kenkel for her to consider for a proposal.

There was a question of whether the poster awardees should also be given free membership in ICP. The Board agreed they should not.

The meeting was adjourned without completing the agenda.

Items still to be covered (at the next meeting):

- Communications: Newsletter, Web, Social Media
- Education: Webinars
- United Nations
- Global Network of Psychologists for Human Rights (GNPHR)