Society for Research in Psychopathology

Oakland, CA, September 19th – 22nd, 2013

**Executive Board Meeting I**

**Thursday, 9/19/13, 5:00-7:30**

**Minutes**

*Executive Board Voting Members in Attendance*: President Deanna Barch, President-Elect Ann Kring (she missed much of meeting dealing with local host issues), Treasurer Bill Horan, Secretary Sheri Johnson

Past President Lee Anna Clark arrived late (flight delays).

*Executive Board Members at Large:* William Hetrick, Diego Pizzagalli, Elizabeth Hayden, Scott Sponheim

Steven Silverstein arrived late (flight delays).

*Present as observers:*

Membership Chair Wendy Heller, Financial Investments Advisor Marty Harrow, Website Development and Oversight Chair Shaun Eack, Program Chair Alex Burt, FABBS Representative Greg Strauss, Publications Committee Co-chair Vijay Mittal

***Updates/ Reports***

**1) Opening comments (Deanna Barch)**

Welcome to Continuing and Soon-to-Join Executive Board Members

President-Elect: David Miklowitz

 Secretary: Jutta Joorman

 Treasurer: Kate Harkness

 Executive Board Members-at-Large: Tim Trull and Sohee Park

Any additional Items? None.

Approval of agenda. By unanimous vote, the agenda was approved.

**2) Membership Report: *Wendy Heller***

1. The membership application deadline was moved to September 1st, and that worked more smoothly for membership chair. Only one person requested an extension.
2. It remains a cumbersome process to gather sponsor letters. It is not unusual that applicants ask someone to sponsor them but then fail to monitor whether there is follow-through from the sponsor. Sometimes they forget to tell the sponsor they’re even listing them. This year was really bad; a lot of applicants for Full Membership did not have letters from their sponsors and as of Monday 9/17 there were still 7 pending. Longer term, it would be helpful to automate requesting the sponsor letter and monitoring the receipt of the letter. It would be ideal to have an automatic email alert sent to the sponsor that they have been listed by an applicant and need to submit a letter, a way of tracking whether the letter(s) were submitted, and a reminder email that would generate automatically if the letters were not submitted. Shorter term, it would help if the website was clearer on several points:
	1. It is the applicants’ responsibility to get in touch with the people they designate as their sponsors.
	2. Sponsors can send a 1-2 paragraph email of support rather than a formal letter.
	3. The person providing the letter will be described as “endorser” or “sponsor” to make it more clear that we are requesting only a brief statement of support.
	4. Sponsors must put the SRP applicant’s full formal name (not a nickname) in the subject line of the email.

Dr. Heller will provide Dr. Eack with exact language to update the website.

1. Results of Membership applications

The board reviewed the applicants, including 17 applications for full membership and 37 for associate membership. By unanimous vote, the new members were approved. The new full members include:

Carrie Bearden, David Roberts, Chris Hopwood, Amanda Uliaszek, Daniel Fulford, Patrick Pössel, Roee Admon, Brian Keane, Amanda McCleery, Joseph Orr, Rebecca Shiner, Nicholas Breitborde,

Amelia Aldao, Michael Chmielewski, Felice Reddy, Theresa Morgan, and Alexander Shackman.

The new associate members include:

Daniel Fridberg, Marc Weintraub, William Vanderlind, Eryn Bentley, Emily Kline, Camille Wilson, Caroline Schimunek, Gregory Epstein, Kyle Mitchell, Lauren Catalano, Andrew Kiselica, Shana Golembo Smith, Kristen Bradshaw, Kathleen Reardon, Tommy Ng, Avante Smack, Keith Feigenson,

Elizabeth Thompson, Elizabeth Hunt, Aubrey Moe, Ashley Malooly, Sarah Ouellette, Jessica Maples, Annette Mankus, Victoria Johnson, Yosefa Ehrlich, Deborah Stringer, Susan Kuo,

Julia Longenecker, Craig Marquardt, Jasmine Mote, Samantha Abram, Lisa Hecht, Jessica McGovern, Elizabeth Rojas, Sara Bergman, and Chelsea Gilbert.

Dr. Heller reported that associate membership applications are more than double the number for the past year and shared the following figure:

1. Discussion of allowing advanced undergraduates and RAs not in Ph.D. programs to apply for Associate Member status.

The recommendation would be to require that to apply as an associate member, the person have completed an undergraduate degree, is engaged in an occupation related to psychopathology research in a paid or unpaid role, and receives endorsement from a full member.

The executive board voted unanimously to recommend this change at the members’ meeting. Formal change of the by-laws would require a vote of the membership.

1. Discussion of whether or not the two-publication rule for members should be put into the by-laws, as opposed to kept to the membership application.

Now bylaws state that applicants shall produce such specific evidence for education and qualifications as the society requires. Later, more specific criteria were specified for the associate members. These criteria are inconsistent with the bylaws for full membership: they state that the two publication rule will be waived, even though the two-publication rule full members is not formally in the by-laws.

Dr. Barch recommended that we strike the statement under associate membership that “at least two publications is waived,” and to reword phrasing so as to make it parallel with the full membership.

By vote of the executive board, this was unanimously approved as a recommendation. This will require review of the membership and a vote on whether to change the bylaws.

**3) Secretary’s Report: *Sheri Johnson***

 a) Dr. Clark worked with committee chairs to update handbooks. These are now being stored on the handbooks website. We need each outgoing committee chair to update their handbook and then send to Sheri for uploading and forwarding to the incoming committee chair.

 b) During the past year, we clarified that we can use email/web voting to change SRP bylaws, unless the changes involve dues (which would still need to be considered at the annual membership meeting).

 c) Bylaw changes that have been approved this year include:

 Flexible terms for website committee members (now described as *typically* two years)

 Committee chairpersons can identify committee members with the approval of the SRP president.

d) Dr. Johnson will attempt to recruit more dues payments from members next week; by the week before the meeting, only 134 of our 219 full members and 47 of our 66 associate members had paid their dues. Dr. Hayden suggested reminding people of the advantages of being a part of SRP (as was recently done for SSCP). Dr. Johnson will draw from her suggestions in sending the next dues reminder.

1. Dr. Johnson will see about extending the insurance into next year’s conference and the year after. She will add this as an annual duty to the secretary manual.

**4) Treasurer’s Report: Dr. William *Horan***

a) Bank accounts

 We have two bank accounts.

1. The Chase checking account managed by Bill Horan, approx. avg. balance $30 – 50k
2. Our fidelity investment account.

Both accounts have shown increases during the past year (this is typical for our checking account leading up to the meeting).

1. Fidelity investment

Our fidelity investment account varies from year to year

Beginning value as of Jan 1: $98,285.13

 Transaction costs, loads, & fees: - 10.00

Change in investment value: +13,676.17

Ending value as of Dec 31: $111,951.30

Invested 94% in stocks and 6% in bonds

 Value on 9/15/13: $129,295.10

1. Income
2. Annual membership dues: ~$7500
3. Annual meeting registration fees: ~$72,000
4. The Michigan meeting Total net: $29,690.37
5. Treasurer’s Activities during 2012
* Filed 2012 tax return (CPA $150)
* Transferred Chase account to no-fee option
* Submitted 2013 biennial report to State of Iowa: Non-profit Corporation (Michael O’Hara, Registered Agent)
* “Open Conference” software: $275
* Insurance for 2013 Oakland meeting: Philadelphia Insurance Co. $300

f) Kate Harkness is treasurer-elect.

**5) Financial Investments Report: Dr. *Marty Harrow***

1. Our investments are split among 14 different funds. The portfolio includes mostly domestic funds with some foreign funds as well, and a range of aggressive and non-aggressive funds. Dr. Harrow has traditionally worked with the treasurer as a co-signatory. Dr. Harkness, as the treasurer-elect would be the most appropriate candidate as a future co-signer, as she will have several years in this role.
2. Dr. Harrow suggested that we should have an investments committee. After discussion, it was recommended that we form an investments committee consisting of the investments manager, the treasurer, and the president, to provide some level of oversight, discussion, and shared knowledge. The committee could plan to meet as needed. This proposal to create an investments committee was approved by unanimous vote of the executive board.

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**6) Local Host Report: *Ann Kring and Sheri Johnson***

1. Dr. Kring reported that 241 persons had registered for the conference (87 students, 49 associate members, 86 full members, and 19 nonmembers).
2. Fifty-five people had registered for the banquet (10 students).
3. Although the current registration is insufficient to cover a deficit in conference expenses of $6400, more enrollment typically occurs onsite that should cover it

**7) Program Committee Report: *Alexandra S. Burt***

a) Dr. Burt thanked her committee: Drs. Vijay Mittal, Susan South, and Jason Schiffman.

b) We received 222 active submissions, of which 8 were withdrawn.

 The committee was able to accept 7 of the 10 symposium submissions

 The committee was able to accept 20 of the 23 paper submissions

 c) Dr. Burt discussed several shortcomings of the current website, as this is our first year using open conf software.

1) The conference website does a nice job of preparing an online program, but this cannot be transformed automatically into a word document for printing the paper version of the program. The software vendor would charge about $4000 to offer this feature. This creates substantial effort for the program chair.

1. The acceptance and rejection letters do not sort by type of submission (e.g., specific material for poster sessions).
2. There is no way to open an entire set of submissions rather than individually (e.g., review sponsorship for posters).
3. The system does not integrate with the membership list, nor does it identify on the application who is the SRP sponsor.
4. There is a way to dump the data into an excel file, but that file is not very helpful as it is not well-organized by columns.
5. There is no specific box to indicate faculty you would like to visit your poster. There is no way to automate sending email notifications to those faculty.

 d) Dr. Eack noted that there are extra modules that could be purchased. There is an option to purchase customizable fields. Even then, it would not send the emails to the faculty who are requested to visit.

1. It would be helpful if the program chair had been on the program committee the year before.

 Dr. Barch noted that it might be possible to begin this process now. Next year, Dr. Alex Cohen will be the program chair. If the president-elect could choose their program chair early, this would allow him or her to begin training well in advance by joining the committee.

1. Discussion of whether the authors of rejected oral papers could be allowed to present a poster.

This year, one person whose symposium was rejected asked if they could they give a talk. It is difficult for the program committee to accommodate these types of requests, as talks had already been selected at that point. This year, they were able to offer the person a poster presentation. After discussion, it was noted that it would be appropriate to allow the program committee the freedom to make these decisions in the best manner possible. If we plan to offer posters for those whose oral presentations are rejected, that should be offered as part of the submission process (e.g., as a check box on the website asking if presenters would like to have their submission be considered for that option).

**8) Early Career Award Committee Report: Dr. William Hetrick**

a) Dr. Hetrick thanked his committee members: Drs. Daniel Klein, Greg Miller, and Jennifer Tackett.

b) As approved by the membership last year, the committee invited applications from persons within 9 years of PhD irrespective of tenure status. Doing so increased the number of applications this year to 17 (9 male, mean years since graduation = 6). There were many very strong applicants.

1. The Early Career Award Winner is Dr. Stewart Shankman.
2. Reminder that the ECA winner should be a full member.

e) The winner will be announced at the Faces of the Future symposium from 11-12:30 tomorrow.

f) Dr. Hetrick will correct two issues in the manual and communications for the future:

1. There was a typo in the paragraph-long description about the criteria (although the criterion was characterized correctly in the shorter materials),
2. The deadline for choosing the winner was too early with the volume of applications, so this will be extended in the future.

**9) Mentor Award Committee Report: Dr. Howard Berenbaum *not present* (presented by Drs. Barch and Hayden)**

a) We received 6 nominations

 b) Winner is Ray Knight

 c) Discussion of the pros and cons of renaming the Mentor Award as the John Neale Mentorship Award

 The major pro is that strong name recognition can enhance the glow of the award. The major con is that there are few awards, and so many honorable SRP members could not be recognized in this way.

**10) Smadar Levin Award Report: *June Gruber* (not present, no report)**

**11) Website Development and Oversight Committee Report:** Shaun Eack

1. Dr. Eack thanked his committee: Drs. Angus MacDonald and Leonard Simms.
2. The committee has been considering whether we should use a customized website or a software solution that is less customizable. To research this, the web committee recruited bids for developing customizable software for managing abstract submissions, membership management, and membership applications from 3 main web development websites that recruit dozens of bids each:

 Elance: mean bid 11k

 Freelancer: mean bid 13k

 Open desk: 54 bids, mean bid 13k.

The more serious bids seemed to be 15-20k based on a one-page summary of our needs; this is likely an underestimate. Given the costs, the website committee recommends exploring less custom solutions, parallel with our use of open conf software this year.

1. Dr. Barch summarized a software solution she has been examining. 123Signup is a membership management used by Society for Experimental Psychology, Association for Research in Personality (ARP), and other psychological societies. Charges are a function of the number of members. This software allows for a customizable directory, directory entries that can be edited by the members personally, online enrollment or updates of members, online membership renewals, multiple listservs (e.g., membership and exec board), and dues collection. Charges are based on number of members. As an example, 300 members would be $1428 per year. Dr. Len Simms (web committee) has used it and recommends it.

One board member raised the potential drawback that this company would hold this knowledge, so if they were to go out of business, this could create a problem. This company has been in business for many years and appears to have stability. Dr. Pizzagalli noted that one goal would be to see if 123Signup is willing to provide a dump of the data on an annual basis.

Dr. Clark noted that the secretary of ARP, Lynn Cooper, has used this a good deal. Dr. Clark will help Dr. Eack get in touch with her for her perspectives.

The web committee recommended pursuing further information and potential use of 123Signup. This was approved by unanimous vote.

 d) Rotation of Members: Dr. Eack plans to stay engaged as leader of this committee.

**12) Publications Committee Report: Dr. *Vijay Mittal***

Dr Mital and Dr. Emily Durbin are co-chairing the publications committee.

Dr. Mittal reported that this year 12 student volunteers are interviewing 4 members for the newsletter. Only students who are attending the conference were recruited as volunteers.

**13) Diversity Task Force: P*resented by Elizabeth Hayden***

Committee Drs. Jutta Joormann (chair), Elizabeth Hayden, and Steven Silverstein. Dr. Joormann was unable to attend due to flight delays.

1. Discussion of the Diversity Award Proposal.
	1. Committee drafted an initial proposal for awards, circulated in January, and then forwarded a revised version a week in advance of this meeting for review.

The initial proposal read as follows:

*SRP offers up to three Diversity Travel Awards per year to qualified applicants. The Diversity Travel Award consists of free registration for the annual meeting and free membership for the following year, and up to $1000 to offset travel and accommodation expenses. These awards are intended to encourage and facilitate the participation of young scholars from diverse backgrounds to join the organization and to participate in and present at SRP’s annual convention.*

*Eligibility*

*Candidates cannot be members of SRP at the time of application and must be:*

* *From a racial/ethnic minority group that is traditionally underrepresented (e.g., African-American/Black, Hispanic/Latino, Native American, Native Hawaiian/Pacific Islander, or Alaska Native)*
* *Full-time graduate students or postdoctoral fellows*
* *Citizens or permanent residents of the United States or Canada*

*Candidates must have submitted an application to present a poster at the meeting.*

*Applications*

*Please send a CV and a one-page research statement to SRP along with the abstract for the poster presentation submitted for the year’s meetings.*

*Deadline for poster presentations is [April 1st]. Award applications are due [May 1st]. Candidates will be notified of decisions by [June 1st].*

Dr. Barch raised concern that some minority members may not hear about possibilities until later in the year, and they could miss application deadlines as a result. She raised the question of whether we need to consider later submissions of applications and posters. Dr. Johnson raised concerns about multiple deadlines and processes. After discussion, we decided to try a system that parallels our current deadlines and processes, with the idea that we should reconsider in the future if we are not recruiting appropriate and timely applications.

Discussion noted that there are several organizations specific to minority graduate students (e.g., an APA group), and we should work with them to spread the word.

Several recommendations were made for revision of the proposal. These include allowing current associate members to apply for the award, limiting to two lifetime awards per person, having the applicants request to be considered for this award at the time that they submit a poster submission (e.g., using a checkbox like the Smadar Levin approach), and offering complimentary associate membership dues for that year as part of the award.

It was agreed that the recommendations should be discussed by the diversity task force committee and brought back for discussion on Sunday.

**14) Associate Member Committee: *Scott Sponheim***

1. Dr. Sponheim thanked his committee. Members of committee are nominated by local hosts from several years: The members for this year were: Miranda Campbell, Janelle Caponigro, Kathrin Herzoff, Savanna Mueller, Cait Listro
2. This year, the committee began by developing a survey of potential interests and aims, which was circulated by email to the executive board.
3. There will be an associate luncheon Friday during the conference with Faces of the Future presenters at a restaurant. Each table will have one of the presenters, who will be available to discuss early career issues. Dr. Sponheim thanked Janelle Caponigro for her help organizing this lunch.
4. The committee proposed that SRP provide up to $500 in funds to support the luncheon, so as to offer shared appetizers and to cover the cost of lunches of the Faces of the Future presenters. By unanimous vote of the executive board members, this proposal was approved.
5. This year, there will be an associate member meeting Saturday. The agenda includes a discussion of associate membership, future plans. Associate members and potential associate members are invited.

**13) Passings:**

Susan Nolan-Hoeksema

***Old/ Ongoing Business Discussions***

1. **FABBS Report: *Greg Strauss***
2. Dr. Strauss reminded the board that FABBS is a coalition of 22 societies. Each society chooses one member representative to FABBS. FABBS provides advocacy on Capitol Hill and networks with multiple government agencies to protect funding for science. They also communicate about policy issues to membership and to key government officials.
3. FABBS Activities for the year included hiring a science journalist to highlight the science being done within the FABBS societies and the FABBS organization. She seems to have time to feature work coming from SRP members. Dr. Strauss recommends we help her get in touch with a few people. Early career and Zubin award winners would be natural targets for those types of features.
4. Dr. Harrow asked about whether the organization is effective, and Dr. Strauss spoke of the investment and sophistication in working against grant budget cuts.

 d) We are allowed to nominate a FABBS Early Career winner next year. We will forward a nomination of our early career winner. Addendum: Post meeting, we reviewed notes from a previous executive board meeting by phone. In that meeting, we had agreed on a process whereby the early career award committee would review each of our previous early career award winners and choose a nominee. Dr. Kring agreed to forward information to the current committee.

 d) No concerns were noted about renewing our FABBS membership for the next year.

**2) Handbooks Update: *Lee Anna Clark.***

No further comments other than that the Smadar Levin committee handbook is being revised currently.

**3) CE arrangements for future meetings**

 a) Dr. Barch raised the question of whether we should continue to pursue CE given the cost, effort and low interest levels. Providing CEUs involves lots of effort for the program chair because we must provide details and a cv for each oral presentation. Dr. Johnson noted that this year, costs were higher ($50) and we had a mechanism to offer AMA CME credits but not APA credits. When we polled the membership about interest in AMA credits at that price, few members expressed interest. As a result, we did not offer the credits this year. We voted about whether to discontinue offering CE credits. With one nay vote, the proposal passed. This will be announced at the membership meeting

**4) Future Meetings**

 *2014 Evanston, IL: Stew Shankman (9/18/14—9/21/14; Hilton Orrington)*

 Stew will give brief update and brief powerpoint presentation at the member meeting.

 Date of meeting was changed because of an SPR conflict.

 *2015 New Orleans, LA: Alex Cohen (10/1/15—10/4/15; Astor Crowne Plaza).*

 *2016 Baltimore, MD: Jason Schiffman (9/29/15-10/1/16; Hyatt Regency Baltimore)*

 *2017 Boulder, CO: Vijay Mittal (second or third week of Sept)*

 *2018 Dr. Barch noted that we should identify local hosts for future meetings.*

**5) Fundraising Committee *Lee Anna Clark***

Lee Anna reported that the Committee Chair had reported to here that there were no updates of activities for the past year. Most successful strategy would be to encourage local hosts to ask their universities for a contribution.

**6) Banquet Agenda**

 a) Deanna will ask that each award committee chair say a few words, name the awardee, and present a plaque.

 b) *Smadar Levin Award and Travel Awards*: June Gruber

 c) *Sustained Mentor Award*: Dan Klein (honoring Ray Knight)

 d) *Zubin Award*: Lee Anna Clark (honoring Tom Widiger)

**7) Thanks to outgoing members**

 a) Past-President Lee Anna Clark (but she chairs the Nominating Committee next year!)

 b) Members-at-Large Drs. Patty Deldin and Jutta Joorman (but Dr. Joormann is secretary-elect)

 c) Secretary Sheri Johnson (but she will stay on through the year)

 d) Treasurer Bill Horan (but he will stay on through the year)

**New Business Discussion**

1) Increasing Dues:

 a) Notes from Phone Conference: “After discussion, members of the executive board expressed a preference for continuing to fund award costs through dues payments. Dues payments can only be increased by a vote of the membership at the annual meeting. The executive board agreed that they will raise this issue for membership vote at the next annual meeting.”

 Dr. Barch proposed raising dues to allow us to cover diversity awards ($3000), and to cover complimentary banquet, and registrations, as well as plaques from the dues (1200-1300). Dr. Clark noted that it is wiser to estimate expenses over a couple year period than to make shifts on an annual basis.

1. Discussion focused on the banquet.

One question is whether we could shift costs of banquet to other areas such as the investment fund or registration expenses to encourage attendance as the cost of a ticket continues to increase. Board members asked whether there would be ways to make the banquet less formal and to allow more chances for mingling. It was agreed that the banquet would be discussed further on Sunday morning.