APA MEMBERSHIP BOARD

January 29, 2024 & February 26, 2024

Unapproved Minutes

Members Present: June W. J. Ching, PhD, Chair; Tanecia Blue, PhD; Deirdre Bradley, PhD; Leo Caraballo, PsyD; Chaska Gomez, PhD; Kalyani Gopal, PhD; Heidi Hutman, PhD; Marc Eric S Reyes, PhD; and Joann Sorra, PhD

Members Absent: None

Staff Liaison: Sonja Wiggins, MBA

Guests: *Tamara Lynn, PhD; Board of Director's Liaison

APA Staff: Ian King, Chief of Strategic Implementation and Membership; Tabitha Brown, JD, Deputy Chief of Membership and Aliza Epstein, Director, Volunteer Leadership

** indicates partial attendance*

<u>January 29, 2024</u>

Dr. June Ching called the meeting to order and began the meeting with a welcome and introductions of new and returning Membership Board members.

1. **Membership Office** –The Membership Office gave a presentation of their office, initiatives, and how the Membership Office and Membership Board work and collaborate. Highlights of recent accomplishments were presented. Membership numbers have steadily increased over the past 6 consecutive years, with the current total membership of 157,888, the largest in APA history. Total new members reached a record high in 2023 of 30,394; third consecutive year of over 25,000+total new members. There were 5,562 total reinstated members in 2023; the second largest number of reinstated members on record.

2. **Action Item for Dues Increase -** The Membership Office is recommending raising dues $25 for full members and lowering it $25 for year four. Membership Board members were asked to forward any questions to Sonja to compile and she would then give them to Ian and Tabitha for responses. We established an online voting for next Monday.

February 26, 2024

Dr. June Ching called the meeting to order.

1. **Introduction of Board of Director's Liaison** - Dr. Tamara Lynn was introduced and shared with the Membership Board how she can be a sounding board for anything the Membership Board needs to address. Additionally, her role is to support the Membership Board and communicate their needs to the Board of Director's.

2. **Membership Board Chair Call Updates** – Dr. Ching provided a Council and Board Chair Calls debrief. She attended the February meeting of the APA Council of Representatives remotely. She reported that the NBIs for membership dues adjustments and the revised Strategic Plan both passed. During the board chairs calls, they have been discussing the best ways for collaboration among boards and committees to further intersecting interests and initiatives.

3. **Membership Applications Review Process** – The Membership Board discussed the need for modifications in the APA membership application materials being requested along with clarifying areas in the rubric used to guide the review process for applications that need follow-up. Some of the comments and discussion included the need to specify having an official transcript of graduate level courses and diplomas awarded; and, reworking the Membership Board rubric and flowchart so that they were in sync with each other. Moreover, qualifications and standards for international/global applicants need further development for the review process. For example, some countries might not have transcripts available showing courses taken or grades recorded. How would the Membership Board establish equivalency for international applicants? The Membership Board identified the need for additional time at the Spring Consolidated Meetings, to work further on reviewing the rubric and flowchart for changes.

4. **Membership Board Slate Nominations** – Plans were shared for the Membership Board to divide into sub-committees in order to compose slates to be submitted to the Elections Office by March 27. An attached document explained what each of the slates are. Between the current meeting and the Spring Consolidated Meetings sub-committees were asked to meet virtually to discuss and determine which nominees meet the slate definitions. At the Spring Consolidated Meetings each sub-committee will discuss their nominees. The Membership Board would then vote as a group as to which nominees they want to put forth for election.

APA MEMBERSHIP BOARD

March 22-23, 2024

Unapproved Minutes

Members Present:	June W. J. Ching, PhD, Chair; Deirdre Bradley, PhD; Leo Caraballo, PsyD; Chaska Gomez, PhD; Kalyani Gopal, PhD; Heidi Hutman, PhD; *Marc Eric S Reyes, PhD; and Joann Sorra, PhD
Members Absent:	Tanecia Blue, PhD;
Staff Liaison:	Sonja Wiggins, MBA
Guests:	*Tamara Lynn, PhD, Board of Director's Liaison; *Peter Sheras, PhD; Policy and Planning Board *Arthur Evans, PhD, APA CEO; *Cynthia de las Fuentes, PhD, APA President; *Thema S. Bryant, PhD, APA Past President; *Debra Kawahara, PhD, 2024 President-elect
APA Staff:	*Ian King, Chief of Strategic Implementation and Membership; *Tabitha Brown, JD, Deputy Chief of Membership and *Aliza Epstein, Director, Volunteer Leadership
	** indicates partial attendance*

Dr. June Ching called the meeting to order and began the meeting with a welcome and introductions.

1. **AI and Psychology Discussion Questions -** Boards and committees were asked to consider 4 breakout questions during their respective meetings, and record notes using the worksheet provided. The completed worksheets and/or questions about the session were sent to the Governance Office. (See attached worksheet)

2. **Membership Office Update –** Ian King and Tabitha Brown gave the Membership Board updates on the Supporter Category, Hive Brite, and Division and SPTA's.

   The Supporter Category is scheduled to be rolled out in the fall of 2024. The Hive Brite community platform will have a soft launch in May 2024. In regard to Divisions and SPTA's APA offers free membership to SPTA members (SPTA/APA in Kind Collaboration). The Membership Board requested the Membership Office share the relevant materials about free APA membership for SPTA members, along with the sign-up application forms to share with their divisions and SPTA's.

3. **Visit from Dr. Peter Sheras (P&P)** – Dr. Sheras visited the Membership Board to share what P&P is doing in regard to the Council Policy Manual Updates. Dr. Sheras also spoke about the self-study boards and committees are asked to complete. In response to feedback received, the P&P is trying to be more transparent in sharing their work and more visible in supporting APA governance, boards and committees?

4. **Visit from Dr. Sarah Clark (CECP Liaison)** – Dr. Clark updated the Membership Board on CECP's project in retrieving data on how people identify as ECP's, and the composition of ECP's in APA. Ian King informed Dr. Clark that he will be attending the CECP meeting on Saturday and will share this information.

5. **Visit from APA Presidential Trio & CEO – Prior to the Spring Consolidated Meetings the Membership Board submitted the following questions to the Presidential Trio for discussion purposes.**

   - In your leadership roles as part of the Presidential Trio, how can you best utilize your positions to continue expanding diversity membership within APA (who's not at the table) and growing the diversity leadership pipeline?

   - How are you actively addressing the area of master's level psychology members with concerns voiced about preserving doctoral level identities and competence?

     The Presidential Trio discussed ideas for growing the diversity leadership pipeline. They each also discussed how their presidential initiatives also address this topic. They all agreed that the subjects that they talk about will also influence who shows up at the table.

6. **2025 Board of Director's Future Needs Survey –** The Membership Board completed the Board of Directors Need Survey. The Membership Board's rankings were: 1) Applied psychologist; 2)Technology including but not limited to AI; 3) Application for psychological science to political decision making; 4) Population health; 5) Reproductive health; 6) Basic scientist

7. **Call for Comments Procedures –** The Membership Board decided that instead of sub-committee to review the call for comments they will have a group of ad hoc reviewers to review any call for comments that come.

8. **Membership Board Onboarding and Policies & Procedures Manual –** The Membership Board agreed that the Onboarding Manual does need to be updated and over this year the Membership Board will ask everyone to review the manual and suggest changes.

9. **Membership Applications –** The Membership Board reviewed and approved a waiver application for an Associate Member requesting to become a full member.

   The Membership Board began work on revising the membership rubric and flowchart. Dr. Bradley will complete the updates and share them with the Membership Board. Dr. Bradley will also work on developing a checklist for the applications to help make the process smoother and more consistent.

10. **Membership Board Slate Nominations -** The Membership Board reviewed the ranking of the names submitted for the 4 slates for the 2025 – 2027 term.

11. **Visit from the Committee for the Advancement of General Applied Psychology (CAGAP) –** Dr. Stewart Cooper visited the Membership Board to discuss how CAGAP was established and what their focus will be. **CAGAP is now a standing committee.** Part of their mission will be to identify who the applied psychologists are and how to facilitate their involvement in key APA initiatives.

12. **Membership Board Slate Representation Discussion –** The Membership Board postponed this discussion and will add it to the April meeting agenda**.**

APA MEMBERSHIP BOARD

April 22, 2024

Unapproved Minutes

Members Present:	June W. J. Ching, PhD, Chair; Tanecia Blue, PhD; Deirdre Bradley, PhD; Leo Caraballo, PsyD; Chaska Gomez, PhD; Marc Eric S Reyes, PhD; and Joann Sorra, PhD
Members Absent:	Kalyani Gopal, PhD; Heidi Hutman, PhD
Staff Liaison:	Sonja Wiggins, MBA
Guests:	None
APA Staff:	Ian King, Chief of Strategic Implementation and Membership; Tabitha Brown, JD, Deputy Chief of Membership and Aliza Epstein, Director, Volunteer Leadership
	** indicates partial attendance*

Dr. June Ching called the meeting to order.

1. **Membership Application Review** – The Membership Board received a demonstration from Dr. Deidre Bradley on the application review tool that she developed. The Membership Board was thankful to Dr. Bradley for all the time and attention she has spent developing this tool. The Membership Board was asked to go away from the meeting and use the tool to review the current batch of applications and to provide feedback to Dr. Bradley in regard to if it is helpful or any tweaks or changes that may be needed.

   The Membership Board would like to discuss at a future meeting the difference between Medical Degree and Psychiatry Degrees applicants being accepted for Membership. Currently there is a difference in the fact that medical degrees are accepted, and psychiatry degrees are not.

   The Membership Board will discuss the development of a checklist to be sent to those applicants applying for membership in which we ask for more information. Staff will ask for a copy of the current letter sent to applicants asking for additional information. The Membership Board will then review at a future meeting.

APA MEMBERSHIP BOARD

June 24, 2024

Unapproved Minutes

Members Present:	June W. J. Ching, PhD, Chair; Deirdre Bradley, PhD; Tanecia Blue, PhD; Leo Caraballo, PsyD; Chaska Gomez, PhD; Kalyani Gopal, PhD; Heidi Hutman, PhD; *Marc Eric S Reyes, PhD;
Members Absent:	Joann Sorra, PhD
Staff Liaison:	Sonja Wiggins, MBA
Guests:	None
APA Staff:	Ian King, Chief of Strategic Implementation and Membership; Tabitha Brown, JD, Deputy Chief of Membership and Aliza Epstein, Director, Volunteer Leadership
	** indicates partial attendance*

Dr. June Ching called the meeting to order and began the meeting with a welcome and introductions.

1. **APA Community Update** – Ian and Tabitha gave the Membership Board an update on the launch of the APA Community and the progress over the last 3 weeks. There will be lots of member engagements at the APA Membership Pavilion during the convention. The Membership Office is very excited about the APA Community platform and encourages everyone to visit and make connections. APA Divisions will launch on the platform in July 2024.

2. **Membership Applications Review Tool –** the Membership Board provided feedback on their use of the new review tool. The Membership Board decided they still need a work group to discuss among other things; how other countries identify their degrees, how to judge if journals are psychology related, and to possibly include a space in the review tool for comments.

3. **Membership Application response language** – The Membership Board discussed modifying the language in the email to applicants that were not approved for membership. After discussion with the Membership Office the Membership Board decided to draft some language to be included with the description of the Member and associate member categories on the membership web page.

4. **Membership Board Work Groups –** The Membership Board was asked to complete a poll to determine their preference for being on either the Onboarding Manual Revision Work Group or the Foreign Application Work Group.

The Onboarding Manual Review Group will be responsible for reviewing and upgrading the manual to make it more in sync with the current membership board policies procedures, operations, and mission. The work group will meet virtually over the next few months.

The Foreign Applications Work Group will be responsible for developing a plan to address current problems the Membership Board has when reviewing foreign applications.

APA MEMBERSHIP BOARD

July 22, 2024

Unapproved Minutes

Members Present:	June W. J. Ching, PhD, Chair; Deirdre Bradley, PhD; Leo Caraballo, PsyD; Chaska Gomez, PhD; Heidi Hutman, PhD; *Marc Eric S Reyes, PhD; and Joann Sorra, PhD
Members Absent:	Tanecia Blue, PhD and Kalyani Gopal, PhD
Staff Liaison:	Sonja Wiggins, MBA
Guests:	Tamara Lynn, PhD, Board of Director's Liaison
APA Staff:	Ian King, Chief of Strategic Implementation and Membership; Tabitha Brown, JD, Deputy Chief of Membership and Aliza Epstein, Director, Volunteer Leadership
	** indicates partial attendance*

Dr. June Ching called the meeting to order and began the meeting with a welcome and introductions.

1. **Language to be included on Membership Application** – The Membership Board reviewed the suggested language to be added to the web page and drafted the language underlined below describing APA membership categories criteria. (**https://www.apa.org/members/your-membership/join**)

   What types of membership are available?

   - **Member:** Doctoral degree in psychology or in a related field, from a regionally accredited institution. If the doctoral degree is in a related field, competency in psychology is demonstrated through coursework and/or a body of professional experience, all in the field of psychology.

   - **Associate:** Master's degree or two years of graduate study in psychology or a related field from a regionally accredited institution, or proven competency in psychology based on commensurate master's level coursework and/or experience specifically in psychology.

   Staff will share the proposed language with the Membership Office for their feedback.

2. **Membership Board Work Groups** – the Membership Board went into breakout rooms to discuss the Onboarding Manual and the Foreign Applications.

Work Group Members are as follows:

Onboarding Manual	**Foreign Applications**
Heidi	June
Chaska	Kalyani
Leo	Marc
Joann	Deirdre
Tanecia	

The foreign applications work group's next meeting will be right after the August 26, Membership Board meeting.

APA MEMBERSHIP BOARD

August 26, 2024

Unapproved Minutes

Members Present:	June W. J. Ching, PhD, Chair; Tanecia Blue, PhD; Deirdre Bradley, PhD; Leo Caraballo, PsyD; Chaska Gomez, PhD; Kalyani Gopal, PhD; Heidi Hutman, PhD; *Marc Eric S Reyes, PhD; and Joann Sorra, PhD
Members Absent:	None
Staff Liaison:	Sonja Wiggins, MBA
Guests:	Tamara Lynn, PhD, Board of Director's Liaison; Amanda Clinton, PhD, Sr. Director for International Affairs; and Fahad Khan, PsyD, Committee for Global Psychology
APA Staff:	Ian King, Chief of Strategic Implementation and Membership; and Tabitha Brown, JD, Deputy Chief of Membership
	** indicates partial attendance*

Dr. June Ching called the meeting to order and began the meeting with a welcome and introductions.

1. **Office of International Affairs (OIA) and Committee on Global Psychology (CGP) –** Invited guest presenters Amanda Clinton (OIA) and Fahad Khan (CGP) shared the mission and work of Office of International affairs and the Committee on Global Psychology. The Membership Board asked for their input and perspectives on foreign applications in order to assist the MB in the review of more complex foreign applications for APA membership and efforts in establishing appropriate criteria to evaluate educational and experience competencies. Discussions centered around the fact that in some foreign countries, the PhD degree is only for designation, varying countries have different competencies and perhaps unregulated standards, and furthermore, there are some countries in which fake degrees can be generated. The two groups discussed the possibility of developing guidelines for regulatory standards or recognitions for equivalency in experience and education. Possible questions to consider posing are: : Are you a member of your country's psychological association or national organization? Are you accredited by a regulatory board in your country? It was also suggested that the Membership Board may wish to dialogue with other APA boards to explore what APA's long-term mission and direction is for International membership.

2. **Membership Board Work Groups** –the Onboarding Manual work group will meet on September 23 at 3:00 pm Eastern Time. They will focus on what essential materials need to be in the manual, the manual's purpose, and what the role of a Membership Board member looks like.

The Foreign Applications Work Group was advised to focus on the problem that the Membership Board is trying to solve. To define what it is that the Membership Board would like to overcome. Considering that there is not going to be a one size fits all kind of solution the Membership Board needs to develop a solution that in the end can be an automated process. We can no longer struggle with a manual process for these applications. Marc will follow up to see what information Dr. Clinton's group can share.

Staff will work on getting statistics on which countries had the most foreign applications as well as samples of applications the Membership Board had problems with.

APA MEMBERSHIP BOARD

September 23, 2024

Unapproved Minutes

Members Present:	June W. J. Ching, PhD, Chair; Tanecia Blue, PhD; Deirdre Bradley, PhD; Leo Caraballo, PsyD; Chaska Gomez, PhD; Kalyani Gopal, PhD; Heidi Hutman, PhD; Marc Eric S. Reyes, PhD; and Joann Sorra, PhD
Members Absent:	None
Staff Liaison:	Sonja Wiggins, MBA
Guests:	Tamara Lynn, PhD, Board of Director's Liaison
APA Staff:	Ian King, Chief of Strategic Implementation and Membership
	** indicates partial attendance*

Dr. June Ching called the meeting to order and began the meeting with a welcome and introductions.

1. **Target Nominations Statement –**

   The Membership Board began discussions on their targeted nominations statement. The board discussed which slates they would recruit for the 2026-2028 term. The Membership Board decided to keep the Applied and Education slate but subsequently worked offline to create the third slate which would be Social Media/Technology.

2. **Accrediting Master's Level Programs –** Dr. Heidi Hutman gave the Membership Board an overview of the process to date to accredit master's level programs. The Membership Board discussed what these changes may mean in terms of APA membership. The Membership Board discussed inviting Cathy Grus from the Education Directorate and Jared Skilling from the Practice Directorate to a future meeting to discuss this in more detail.

3. **Competency Framework for Masters and Doctoral Education- Call for Comments -** The Membership Board was asked to read and come to the meeting with any written comments/notes regarding the call for comments.

   The HSP Competency Framework aims to identify competencies and learning outcomes across doctoral and master's degree programs in HSP education while also distinguishing the education and training outcomes for each degree program. This Framework focuses on what master's and doctoral degree graduates are expected to know on day one after completing their respective

degrees, recognizing that individuals will continue to grow, learn, and acquire competencies and skills throughout their careers.

The Membership Board discussed how this would impact the mission and advocacy focus of APA. The Membership Board asked if APA knows what the Associate candidate would want out of APA? Do we know if they would join APA? Ian King stated he will get his research team to pull together some data and to set up a call with the Membership Board and Allen Richman from the Strategy Office to discuss further

4. **Membership Board November Meeting –** The Membership Board decided to cancel the November 25 meeting and to reschedule the meeting to December 2.

APA MEMBERSHIP BOARD

October 28, 2024

Unapproved Minutes

Members Present:	June W. J. Ching, PhD, Chair; Tanecia Blue, PhD; Deirdre Bradley, PhD; Leo Caraballo, PsyD; Chaska Gomez, PhD; Kalyani Gopal, PhD; Heidi Hutman, PhD; Marc Eric S. Reyes, PhD; and Joann Sorra, PhD
Members Absent:	None
Staff Liaison:	Sonja Wiggins, MBA
Guests:	Tamara Lynn, PhD, Board of Director's Liaison
APA Staff:	Ian King, Chief of Strategic Implementation and Membership; Tabitha Brown, JD, Deputy Chief of Membership and Aliza Epstein, Director, Volunteer Leadership
	** indicates partial attendance*

Dr. June Ching called the meeting to order and began the meeting with a welcome and introductions.

1. **Board Chairs Call Update** – Dr. June Ching led the Membership Board in discussions concerning the Board Chairs call, the APA Governance Plenary, the Master's Town Halls and the Multi-Tiered Profession. The Membership Board had questions regarding aspirational competencies vs standard competencies. How should the Membership Board anticipate these changes to affect membership? Will these changes affect retention or resource allocation as well as APA's mission and direction? The Membership Board was encouraged to share with Dr. Ching and Dr. Hutman any additional comments they may have and encouraged those Membership Board members were unable to attend the meetings to please review the recordings.

2. **Membership Board Vice-Chair Elections –** Dr. June Ching will reach out to the eligible candidates to determine who is interested in being the 2025 Vice-Chair.

3. **Updates on Onboarding Manual and Foreign Applications** = Dr. Ching and Dr. Hutman gave an update to the progress to date on the revisions of the Onboarding Manual and the Foreign Applications process.

APA MEMBERSHIP BOARD

December 2, 2024

Unapproved Minutes

Members Present:	June W. J. Ching, PhD, Chair; Tanecia Blue, PhD; Deirdre Bradley, PhD; Leo Caraballo, PsyD; Heidi Hutman, PhD; Marc Eric S. Reyes, PhD; and Joann Sorra, PhD
Members Absent:	Chaska Gomez, PhD; and Kalyani Gopal, PhD
Staff Liaison:	Sonja Wiggins, MBA
Guests:	Tamara Lynn, PhD, Board of Director's Liaison
APA Staff:	Alicia Aebersold, Chief of Communications, Tabitha Brown, JD, Deputy Chief of Membership, Aliza Epstein, Director, Volunteer Leadership and Deanne Ottaviano, APA General Counsel
	** indicates partial attendance*

Dr. June Ching called the meeting to order and began the meeting with a welcome and introduction.

1. **Introduction:** The Membership Board welcomed Alicia Aebersold, Chief of Communications and Deanne Ottaviano, APA General Counsel. Aebersold and Ottaviano gave an overview of their roles in light of the recent reorganization and shared with the Membership Board that things will remain the same.

2. **Onboarding Manual Update –** Dr. Heidi Hutman gave the Membership Board an update of the process the sub-committee went through to revise the manual and where they are to date. Hutman will meet with Wiggins to make the final changes to get the manual ready for the new member orientation in January.

3. **Membership Board 2025 Vice-Chair –** Dr. Ching shared with the board that Dr. Chaska Gomez will be the 2025 Vice-Chair of the Membership Board.

4. **Farewell to outgoing members** – The Membership Board wished a fond farewell to Dr. Tanecia Blue, Dr. Leo Caraballo and Dr. June Ching.