

BOARD OF DIRECTORS
December 13-15, 2013

APPROVED MINUTES

Present: Donald N. Bersoff, PhD, JD; Nadine J. Kaslow, PhD; Suzanne Bennett Johnson, PhD; Jennifer F. Kelly, PhD; Norman B. Anderson, PhD; Louise A. Douce, PhD; Elena J. Eisman, EdD; Matthew E. FitzGerald, PsyD; Kurt F. Geisinger, PhD; Josephine D. Johnson, PhD; Susan H. McDaniel, PhD; William J. Strickland, PhD; incoming Board members Linda F. Campbell, PhD; Jennifer Doran, MA; Diana L. Prescott, PhD

Participated by Phone: Bonnie Markham, PhD, PsyD

Absent: None.

I. MINUTES OF THE MEETING

A.(1) The Board voted to approve the minutes of the July 30 & August 2, 2013, Board of Directors meeting.

II. ELECTIONS, AWARDS, MEMBERSHIP AND HUMAN RESOURCES

A.(2) The Board voted to recommend that the Council of Representatives approve that APA defines early career psychologists as being within ten years of the receipt of the doctoral degree.

The Board also voted to recommend that the Council of Representatives approves the following amendments to Association Rule 90-8 (bracketed material to be deleted; underlined material to be added):

90-8. Committee on Early Career Psychologists

90-8.1 There shall be a Committee on Early Career Psychologists that shall seek to (1) research, organize and institute initiatives to increase the number of student affiliates who transition to full member status, as well as the number of early career psychologists (defined as being within ten years of the doctoral degree) joining the association for the first time; (2) collaborate in the development and implementation of the recruitment and retention initiatives of the Membership Board; (3) support the development of new mechanisms and the enhancement of existing mechanisms to increase participation in APA Divisions and State, Provincial and Territorial Psychological Associations among early career psychologists; (4) promote greater awareness of the benefits of APA membership for early career psychologists and work to expand those

benefits; and (5) represent the interests and concerns of early career psychologists throughout APA governance and the central office.

The Committee shall consist of seven Members of the Association within [seven] ten years of the receipt of the doctorate representing Education, Practice, Public Interest and Science focuses and experience in Division and State/Provincial/Territorial Association Early Career Psychologist programs, and Governance and Membership Outreach. Committee members will be appointed by the Board of Directors for staggered terms of three years. The Committee shall report to the Board of Directors.

B.(3) The Board voted to recommend that Council approve the following motion:

At least every three years, boards and committees whose members are elected by Council shall submit a slate comprised solely of early career psychologist members; committees whose members are appointed shall appoint an early career psychologist to the committee on the same every three years schedule. Early career psychologist, for the purpose of this motion, is defined as being within ten years of receipt of the doctoral degree. The Publications and Communications Board, the Commission on Accreditation and those boards and committees whose membership criteria, based on specific requirements, do not allow for a slate comprised solely of early career psychologists are excluded from the requirement.

Council requests that relevant Association Rule changes for the boards and committees to which the motion applies be brought back to Council for action at its August 2014 meeting.

C.(4) The Board voted to direct staff to further develop a plan for establishing a new membership category for those with bachelor's degrees in psychology.

D. In executive session, the Board voted to approve the following:

1. The Board voted to appoint Sheila T. Roberts to the Investment Committee for a three-year term (1/1/2014-12/31/2016);
2. The Board voted to appoint Jason A. Cantone, JD, PhD, Lisa K. Strohman, JD, PhD, and John A. Zervopoulos, JD, PhD, to the Committee on Legal Issues for a three-year term (1/12/2014-12/31/2016);
2. The Board voted to approve the appointment of the members of APA's continuing committees (attached);
3. The Board voted to approve Melba J. T. Vasquez, PhD, as the recipient of the 2014 Raymond D. Fowler Award for Outstanding Contributions to APA-Member.

E. By unanimous vote over email in November 2013, the Board voted to approve Ayorker Gaba, PsyD, and Jeffrey Kleinberg, PhD, as Non-Governmental Organization (NGO) Representatives to United Nations

Economic and Social Council (ECOSOC), for renewable five-year terms (1/1/2014-12/31/2018), with a first probationary year.

IV. BOARD OF DIRECTORS

A.(5) The Board voted to recommend that the Council of Representatives 1) delegate to the Board of Directors the authority to approve changes to Council's reimbursement policy; and 2) ask the Board to take into account the feedback received from Council during its February 2013 and 2014 discussions and the recommendation from CSFC that all Council members be fully funded for their attendance at both the February and August meetings beginning in 2014.

B.(5A) The Board voted to ask for Council's input before deciding to endorse the Joint Principles Integrating Behavioral Healthcare into the Patient-Centered Medical Home. Council's input was requested by email on December 15th. The Board asked that Drs. Bersoff, Bennett Johnson and Kaslow make a recommendation to the Board regarding endorsing the Joint Principles after reviewing Council's input. The Board unanimously voted by email to endorse the Joint Principles and to submit for publication a commentary piece in the *Families, Systems & Health* journal noting both the progress toward integrated health care represented in the document and the issues and concerns raised by some members of Council.

C.(5B) The Board of Directors voted to allocate four convention program hours to be used for programming focused on Dr. Kaslow's presidential tracks as follows: 1) Healthcare Reform, 2) Psychologist Development Pipeline, 3) Translating Psychological Science to the Public, and 4) Psychology and the Arts.

V. DIVISIONS AND STATE AND PROVINCIAL AND TERRITORIAL PSYCHOLOGICAL ASSOCIATIONS

A.(6) The Board voted to approve the distribution of the petition for a new division, Society for Technology and Psychology, to existing divisions and the Council of Representatives for comment.

B.(7) The Board voted to approve funding the following six interdivisional grants for 2014: A Web-Based Concussion Toolkit – A Collaborative Resource for Clinical, Research, and Legislative Efforts; Exercise and Mental Health: Resources for Psychologists, Consumers and the Public; Establishment of the Mental Health Mobile Phone Application Review Database; Improving School Climate for LGBT Youth: Resources and Interventions; Promoting Brief, Evidence-based Assessment and Intervention in Interdisciplinary Health Care Settings: An Online Educational Tool Kit and Conference Event for Students; Psychological Science & Innovative Care Strategies: Informing Health Care Redesign & Improving Care for Youths.

C.(8) The Board voted to recommend that the Council of Representatives increase the annual funding for the Interdivision Grant Program from \$25,000 to \$50,000 beginning in 2015. The Board asked the Committee on Division/APA Relations to consider opening the grant program up to other organizations.

VI. ORGANIZATION OF THE APA

A.(9) The Board voted to approve the Guidelines Revision Process and ask the Policy and Planning Board to bring forward requests each year for funding needed for any Guidelines revisions to take place the following year.

B.(10) The Board voted to recommend that Council authorize the use of designated funds of \$285,900, of which \$72,000 was previously approved by Council, to cover the costs of the implementation of the Good Governance plans in 2013 and 2014.

C.(10A) The Board voted to recommend that the Council of Representatives approve the addition of the following clarification to Goal 1 of the APA Strategic Plan (underlined material to be added):

Goal 1: Maximize Organizational Effectiveness

Objectives

The APA's structures and systems support the organization's strategic direction, growth and success.

a. Enhance APA programs, services and communications to increase member engagement and value;

b. Ensure the ongoing financial health of the organization;

c. Optimize APA's governance structures and function;

d. Ensure that APA collects, maintains and manages accessible member and professional data to allow for evidence-based decision-making.

The Board also voted to recommend that the Council of Representatives direct that all future modifications of the APA Strategic Plan be based on a process developed by the CEO.

D. In executive session, the Board voted to adopt the following Resolution on the District of Columbia Business Organizations Code:

WHEREAS the American Psychological Association (APA) is a nonprofit corporation formed in the District of Columbia before January 1, 1963, that did not elect to become subject to the District of Columbia Nonprofit Corporation Act of 1962, approved August 6, 1962 (76 Stat. 265; D.C. Official Code § 29-301.01 *et seq.* (2011 Repl.) (recodified as D.C. Official Code § 29A-301.01 *et seq.* (2011 Repl.)); and

WHEREAS the APA wishes to be governed by the statute under which it was formed;

NOW, THEREFORE, BE IT RESOLVED, that the APA hereby expressly elects not to become subject to the District of Columbia Business Organizations Code (D.C. Official Code § 29-101.01 *et seq.* (2011 Repl.))

VIII. CONVENTION AFFAIRS

A.(11) The Board voted to approve the use of up to \$400,000 of the 2014 Abatement Funds for enhancing the annual convention in Washington, DC as follows: \$10,000-Registration fees assistance to APA international affiliates from developing countries; \$30,000 –Financial assistance to Early Career Psychologists to attend the convention; \$45,000 – Food Truck Festival; \$10,000 – Family Room in Convention Center; \$20,000 – Enhancement of APA Film Festival; \$30,000 – Digital Photo Booth; \$95,000 – Evening reception following opening session and monitoring of Exhibit Hall traffic; \$5,000 – High School Teachers/Students Attendance at Convention .

The Board requested that the remaining funds (up to \$155,000)* be allocated for President Kaslow’s art project; support for an evening entertainment event and additional enhancements in the use of technology.

*On a conference call on January 21, 2014, the Board voted to allocate \$16,000 from the remaining abatement funds to implement a mentoring program for early career basic-process scientists at the 2014 Convention. The mentoring program is sponsored by the Committee on Animal Research and Ethics, Division 3 (Experimental Psychology), Division 6 (Behavioral Neuroscience & Comparative Psychology) and Division 28 (Psychopharmacology & Substance Abuse).

B.(12) The item “Changes in Convention Registration Fees” was postponed to a 2014 conference call of the Board.

On a conference call on February 2, 2014, the Board voted to approve reducing the registration fee by \$100 for first time attendees who are APA Members/Associates/Fellows beginning with the 2014 convention. The Board also voted to approve a new third tier of registration fees to be charged onsite as follows beginning with the 2014 convention:

\$355 Onsite - APA member, fellow, or associate; APA community college teacher affiliate; APA international affiliate

\$90 Onsite– APA student affiliate; APAGS member

\$115 Onsite – Full-time student; APA high-school teacher affiliate

\$385 Onsite – Nonmember of APA

IX. EDUCATIONAL AFFAIRS

A.(13) The Board voted to approve the change to the Accreditation Operating Procedures to add the following language to Section 8 of the AOP: “As part of these updated changes, the CoA will provide on its website a summary of the final accreditation decision for each accredited program to include the number of years of accreditation granted until the next site visit and the general decision guideline serving as the basis for the granting of accreditation in effect at that time.”

B.(14) The Board voted to approve forwarding the revised *Criteria for the Recognition of Organizations that Provide Certifications in Specialties and Proficiencies in Professional Psychology* for review and comment.

C.(15) The Board voted to recommend that the Council of Representatives approve the revised *Principles for the Recognition of Proficiencies in Professional Psychology*.

D.(16) The Board voted to recommend that Council receive the report, *Assessing and Evaluating Teacher Preparation Programs*.

E.(17) The Board voted to recommend that Council endorse and adopt as policy the document, *Health Service Psychology: Preparing Competent Practitioners*.

F.(18) The Board voted to recommend that Council authorize the use of designated funds of \$325,000 over a three year- period to support the development of the APA centralized application service for graduate education in psychology.

XII. PUBLIC INTEREST

A.(19) The Board voted to recommend that the Council of Representatives endorse the *Multidisciplinary Competencies in the Care of Older Adults at the Completion of the Entry-level Health Professional Degree*.

B.(20) The Board discussed the item “Gun Violence Prediction and Prevention.” The Board will review the final version of the item at its February 2014 meeting.

C.(21) The Board voted to recommend that the Council of Representatives receive the Report of the Task Force on Trafficking of Women and Girls.

D.(22) The item “Resolution on Service Provision for Individuals with Cognitive Disabilities” was postponed to the Board’s February or June 2014 meeting.

XIV. INTERNATIONAL AFFAIRS

A.(23) The Board voted to approve that APA sign a Memorandum of Understanding with (a) a consortium of the French Psychological Society and the French Federation of Psychologists and Psychology; (b) the Israel Psychological Association; and (c) the Turkish Psychological Association, and (d) the Lebanese Psychological Association if their respective board also approves.

XVI. FINANCIAL AFFAIRS

A.(24) The Board voted to recommend that the Council of Representatives approve the 2014 Budget with total operational revenues of \$110,542,911 and operational expenses of \$109,092,967 with an operating margin of \$1,449,945.

The Board also voted to recommend that the Council of Representatives approve the third year of funding for the Strategic Plan Initiatives in the amount of \$2,100,000.

B.(25) The Board voted to recommend, based on the 2014 Budget and the 2015-2016 projections, that the Council of Representatives adopt the following Financial Forecast:

- Restrict capital expenditures to no more than \$10M over the three year forecast period;
- Continue to reinvest net realized gains/losses from the long-term portfolio;
- Continue to reinvest all long-term interest/dividends into the long-term portfolio;
- Continue to pay down the long-term debt per our current amortization schedule;
- Continue to reflect the real estate tax abatement per 2006 Council action;
- Consistent with generally accepted accounting principles (GAAP), the Association does not count any portion of estimated building equity in net assets.
- The Association enthusiastically supports consideration of proposals (in the form of a business plan) for new revenue generating ideas.

FORECAST AND ASSUMPTIONS FOR 2015 and 2016:

This forecast is a statement of the anticipated financial realities facing the Association over the two forecast years to the extent that the relevant variables and conditions can be reasonably discerned at this time.

The following conditions and assumptions are incorporated in this forecast:

- Membership dues reflect a continuing historical trend of a 3% decline year over year.
- Journal subscription sales are estimated to decrease by 3% each year, also reflecting the historical trend.
- Revenue from Database Access Fees/Licensing reflects normal annual growth and the estimated realization of revenue generated from the “Investment in APA” plan. This is estimated as 7% growth year over year.
- As proposed at the August 2013 Council meeting, the 2014 revenue budget includes \$1.2m of licensing revenues that in prior years had been transferred to the Journal Incubation Fund. For 2015 and 2016, the forecast assumes that the revenue will be transferred to the fund.
- \$3.5M cash flow from the LLC building operations is included in revenue as approved by the Council of Representatives.
- Salary expense for 2014 reflects a 2% merit, a 2.5% standard allowance for staff position vacancies and an additional allowance for the savings estimated for a rolling 90 day hold on vacant positions. Salary expense for 2015 & 2016 reflects a 3% merit pool for staff and a 2.5% standard allowance for staff position vacancies, i.e no 90 day hold on vacant positions.
- Benefits have been increased by 3% for the annual increase in salaries.
- All other expenses are estimated to increase by 2% each year.

Each year, based on actual results and an analysis of our net assets, future financial forecasts will be adjusted accordingly.

C.(26) The Board voted to recommend that the Council of Representatives approve setting aside in a designated fund the \$6,250,000 that APA received as a result of an agreement reached with the APA Insurance Trust in 2013.