

NASPSPA FALL EXECUTIVE COMMITTEE MEETING
Indianapolis, IN
October 13, 2015

The following members were present at the Fall Executive Committee (EC) meeting: President Jennifer Etnier, Past-President Gabriele Wulf, President-Elect Daniela Corbetta, Secretary-Treasurer Thomas Raedeke, Communication Director Quincy Almeida, Past-President Liaison Maureen Weiss, and Student Representative Kara Palmer. Site Director, Penny McCullagh, was in attendance for the conference information.

The meeting was called to order by Etnier at 8:04 am.

- A. The Pre-Conference (June 3, 2015) and Post-Conference (June 7, 2015) Executive Committee Meeting minutes were approved contingent on editorial changes noted by the EC.
- B. A draft of the June 5, 2015 Business Meeting and Award Lunch minutes were approved and await final approval from the NASPSPA membership at the Business and Award Lunch Meeting in Montreal, 2016.
- C. The agenda for the fall Executive Committee meeting was approved.
- D. 2015 Portland Conference Review (McCullagh)
 1. In recent years NASPSPA has often reported a conference profit. The profit from the Portland conference was 11,589.38 (total income was \$123,665.00 and total expenses were \$112,075.62).
 2. The Portland Conference had 467 attendees with 428 abstracts presented.
 3. NASPSPA received \$3400.00 from vendors/exhibitors at the Portland Conference. A list of potential vendors to contact for the future conference was distributed with a request for EC members to add additional names/companies. McCullagh noted that the NASPSPA conference is not highly attractive to vendors given the small conference size and limited visits by NASPSPA members. It was pointed out that the target audience for vendors should include, amongst others, PhD students close to finishing their degrees (who might be in future position to purchase equipment via start-up funds).
- E. 2016 Montreal Conference (McCullagh and Wulf)
 1. The hotel management switched from Hilton to Bonaventure so McCullagh completed an additional site visit.
 2. NASPSPA members should reserve their hotel rooms early for the Montreal conference. Another event is being held at the same time so rooms may not be available late. Additionally, early reservations allow the site coordinator time to request additional rooms in event the rooms allocated for NASPSPA fill. Although expensive, the NASPSPA rate for the rooms is cheaper than other hotels in the area.
 2. The Saturday night banquet will be held off-site at the Montreal Forum.
 3. McCullagh sent emails to approximately 15 societies to encourage NASPSPA conference promotion.

4. Wulf noted that program chairs for the 2016 conference include Priscila Cacola (Developmental Perspectives), David Wright (Motor Control and Learning), and Bernd Strauss (Sport and Exercise Psychology).
5. Keynote Speakers and Senior Lecturers respectively include John Cairney and Mary Rudisill (Developmental Perspectives), Stephan Swinnen and Nicola Hodges (Motor Learning and Control), and Richard Koestner and Deb Feltz (Sport and Exercise Psychology). John Doyon will give the Human Kinetics Lecture and Lisa Barnett is the Early Career Distinguished Scholar recipient.
6. Weiss and the EC noted that NASPSPA membership should be encouraged to stay for the entire program of Senior Lectures rather than attending only one or two of the presentations. Weiss will write a document describing the nature of these presentations to encourage attendance as well as highlighting the importance of staying for the entire session as part of professional courtesy/etiquette and professional development. This information will be posted in the Conference Program, NASPSPA Newsletter, and Facebook. The moderator at the conference will also highlight the importance of staying for the entire session.
7. The EC recommends that preconference workshops continue to be offered with two an ideal number at this time. Paddy Ekkekakis has expressed interest in presenting in 2016. These sessions should be designed to target either students or mid-career professionals. Given his role in initiating these presentations last year, Al Smith might have insights for future pre-conference session topics and potential presenters.
10. The Past-President luncheon should be continued.
11. A special symposium in honor of Richard Schmidt is being planned that will also potentially be published in the *JMLD* and/or *JMB*.

F. Future Conferences (McCullagh)

1. McCullagh opened a NASPSPA conference bank account and will include the secretary-treasurer as a co-holder of the account. The conference books will be completed each year by August 31 per NASPSPA's fiscal year.
2. NASPSPA should explore potential companies that may offer an app to post the conference program and associated costs. Although this has been considered in the past, it may be that current costs make this more affordable. Also, it was noted that this is common at other conferences. McCullagh will initiate efforts on this.
3. Registration costs should be kept the same given the increase in membership fees starting in 2016 and the conference yielding a small profit.
4. A 50th Anniversary Planning Committee was formed and participated in a conference call to brainstorm ideas to commemorate the 50th anniversary. Sample ideas included family tree postings, fun activities such as a game show (e.g., Jeopardy/Family Feud) student/faculty contests, matching historical moments in sport with previous NASPSPA conference locations, anniversary dance, memorabilia, and noting how many conferences individual NASPSPA members attended at time of registration to place on the name badge.
5. The 50th Anniversary Planning Committee recommended that Etnier should contact past Distinguished Scholars, Past-Presidents, Early Career Scholars, and Senior Lecturers to them know the conference dates and to encourage their attendance and participation in the conference.

6. The EC recommended that the student representative (Kara Palmer) be added to the Planning Committee which will hold a conference call in November.
7. Given the increased number of conference events, McCullagh will check on the possibility of extending the conference by one day.
8. McCullagh noted that NASPSPA is not that attractive to hotels from a business standpoint and as a result we have to be somewhat flexible on the conference dates.
9. The 2018 conference will be held in Colorado. McCullagh provided information on 6 potential hotels (5 in Denver and 1 in Boulder). Of these, the Embassy Suites in Denver was deemed the best choice followed by the Marriott Denver Center. Driving factors in this selection were the low room cost, proximity to downtown Denver, ease of transportation from the airport, and the availability of appropriate meeting room space.

G. Secretary-Treasurer Report (Raedeke)

1. NASPSPA currently has 548 members (281 professionals, 261 students, and 4 retired) representing 21 countries.
2. Raedeke provided an update to the financial report and will finalize it with the inclusion of the 2015 conference income/expenses from McCullagh.
3. Currently NASPSPA has \$21,606.65 from a CD that matured. Given the low interest rates for CDs, Raedeke will explore other investment alternatives. In addition, the EC may consider using some of these funds to bring in a high quality presenter for the 2017 50th Anniversary conference.
4. Having designated membership (secretary-treasurer) and conference (site coordinator) accounts with financial records being kept by the secretary-treasurer for membership and the site coordinator for conference accounts should facilitate tax reporting.
5. The Shadow Document will be updated with additional information stemming from the fall meeting and shared with the NASPSPA president. EC members can request information from the Shadow Document as needed.
6. The EC will consider whether to broaden the international student travel award to support international students who plan to attend NASPSPA in addition to supporting NASPSPA student members to present internationally at the next preconference executive committee meeting. If so, this might be implemented as part of the 50th NASPSPA anniversary.

H. President-Elect Report (Corbetta)

1. Corbetta reviewed changes to the policy manual which were approved by the EC.
2. Two motions to consider changes to the by-laws will be brought to the NASPSPA membership at the next conference.
3. Weiss will review past meeting minutes to identify whether motor development was officially changed to developmental perspectives. If not, developmental perspective will be changed to motor development throughout the policy manual as that is the preferred term by the EC.

I. Awards, Committees, and Nominations (Etnier)

1. Etnier reported on potential members for the Nominations and Distinguished Scholar Award Committees.

2. Potential executive committee nominations for the open President-Elect (Sport and Exercise Psychology) and Secretary-Treasurers (Motor Learning and Control/Development) are being considered.
3. Etnier recommended a nominee for the President's Award which was approved by the EC.

J. Old Business (Etnier)

1. Etnier will communicate with Kim Scott to ensure that the membership fees are modified to \$85 for professionals, \$40 for students.
2. Almeida will assess the feasibility of NASPSPA moving the abstract submission to the new website or whether HK can improve the abstract submission software. Etnier will follow up with Al Smith to find out whether there were many submission difficulties last year.
3. Corbetta recommended that symposia presenters in motor control and learning/development have the option of requesting their research be considered for publication in a special issue of JMLD. Criteria for selecting potential submissions will be posted on the website, NASPSPA members will indicate whether they prefer their presentation be considered for potential publication at the time of abstract submission. Following, an editorial board member will attend symposia to evaluate quality and select symposia presenters will be encouraged to submit a manuscript for review.
4. For presenters who have a symposium rejected, the past-president should communicate with all authors to give them the option of having their abstract accepted for a poster/verbal presentation.
5. The past-president will note in abstract acceptance letters and the spring newsletter that presentation titles should match the abstract title.

K. New Business (Etnier)

1. Etnier noted that students who receive a NASPSPA Research Award are required to present their findings at a NASPSPA conference. It is possible that these projects may be in press prior to the conference. Guidelines on how to proceed in such cases should be explored and included in the policy manual in the section describing these awards. Weiss will consult the APA manual to help frame NASPSPA guidelines on this issue.
2. The fall EC meeting will be scheduled soon after election results. Also, the dates of the conference should be shared with individuals who run for the EC to make sure they are available for the conference EC meetings.
3. The EC reiterated the importance of the meetings being face-to-face and held in a central location that was an airline hub. The EC highlighted the importance of being good stewards of NASPSPA resources and developed some guidelines for travel expenses to include in the Shadow Document.
4. Etnier formed an Ad Hoc Committee with a charge of developing strategies for building a committed membership. Dr. Brawley has agreed to chair the committee and Matt Pontifex is willing to serve on it.
5. Etnier will check with Kim Scott about emailing current, as well as former members, to encourage membership renewal.

L. Past-President Liaison Report (Weiss)

1. The proposed memorial guidelines were approved.

M. Student Representative Report (Palmer)

1. Student feedback on the scavenger hunt was positive so it was recommended to continue this event. If this is not possible, other ideas included a walking or haunted tour.
2. Per student feedback, an informal student social will be held early in the conference through a Facebook meet up group.
3. The Student-Faculty event was recommended to be titled differently from Speed Dating (e.g., Meet and Greet). Also, although this is a good lunch time event, students and faculty should have time to interact before eating. Palmer noted that including a “fishbowl” of questions might further facilitate interaction. It was also recommended to post names of faculty participants prior to event preregistration. Finally, early registrants should be asked whether they plan to attend at the time of conference registration and the event should be oversold (e.g., 20%) to accommodate the greatest number of attendees.
4. When creating the conference program, it will be important not to have other events (Past-President Lunch, Area Program Chairs) at the same time as Student-Faculty event as there may be overlap of NASPSPA members attending these events.
5. Student feedback revealed an interest in sessions on professional development issues (e.g., how to interview, preparing for faculty positions, networking strategies).
6. Palmer will explore creating a student Facebook Page and linking the website to that page. This Facebook page will also include information on finding a roommate for the conference.
7. The Fall Newsletter will request nominations for the Student Representative position.

N. Communication Director Report (Almeida)

1. Some considerations from a review of post conference member surveys include moving posters to midday to create a scholarly atmosphere for these presentations, balancing the number of student-faculty presentations, including nonacademic events (e.g., tours) for interested attendees.
2. McCullagh confirmed that NASPSPA has a process for printing certificates acknowledging conference presentation as this may be important for some international applicants per Almeida’s request.
3. International presenters should be notified of abstract acceptance as soon early as possible to have sufficient time to make travel arrangement and acquire necessary travel visas. Wulf will inquire with Smith about the logistics of doing so.
4. Jason Wozencroft is willing to develop a training manual for managing the website (WordPress).
5. One of the website updates will include posting a link to the member directory available to NASPSPA members.
6. The communication director will send an email to the NASPSPA membership encouraging early hotel room reservation and to make sure passports are current as well as a separate email thanking sponsors and providing information on symposia submission to JMLD.
7. Future post conference surveys should inquire on the use of social media.

O. Past-President’s Report (Wulf)

1. Symposium submission deadlines and processes were reviewed with an emphasis on having one deadline rather than separate deadlines.

P. Other Business

1. None reported.

Q. Meeting Adjourned at 4:50 pm.

Respectfully submitted by Thomas D. Raedeke, Secretary-Treasurer