

Minutes / Action Items – PsyD Administration Committee Meeting

MEETING	PSY.D. ADMINISTRATION COMMITTEE MEETING MINUTES
CHAIR	Jacqueline Carter
DATE	January 11 th , 2017
MEMBERS	J. Carter, O. Heath, B. Whelan, B. Cater, S. Pardy, C. Anderson, J. Gosselin, A. Renouf (Student Rep)
PARTICIPANTS	Attendees: J. Carter, J. Gosselin, C. Anderson, O. Heath, B. Cater, S. Pardy, A. Renouf
REGRETS	B. Whelan

AGENDA	ITEM	DISCUSSION	ACTION
MEETING START	<ul style="list-style-type: none"> Call to order 	<ul style="list-style-type: none"> Call to Order 1:30 Quorum was in Attendance 	
#1 REVIEW / APPROVAL OF MINUTES	<ul style="list-style-type: none"> Review / Approval of Minutes from previous meeting 	<ul style="list-style-type: none"> Minutes from November 16th, 2016 were approved 	
#2 AGENDA	<ul style="list-style-type: none"> Agenda Approval 	<ul style="list-style-type: none"> Agenda was approved 	
#3 STANDING ITEMS	<ul style="list-style-type: none"> Student Issues 	<ul style="list-style-type: none"> First and Second year students wondering what Spring practicum will look like 	Nick Harris to be invited to attend the next PsyD Admin meeting to discuss
	<ul style="list-style-type: none"> Faculty Hiring Update 	<ul style="list-style-type: none"> Josh Rash accepted position 	
	<ul style="list-style-type: none"> Admissions 	<ul style="list-style-type: none"> Approximately 40 applications so far Jacqui will Chair the Admissions committee with Kellie and Sheila and Julie Olga and Bev offered to help with interviews 	Jacqui and Christa to organize meeting and set up Doodlepoll
	<ul style="list-style-type: none"> Faculty/Teaching Issues 	<ul style="list-style-type: none"> None at this time 	
	<ul style="list-style-type: none"> Supervisor/Thesis Issues 	<ul style="list-style-type: none"> One student ready to submit dissertation once external examiners are decided One student switched supervisors after remediation, no further problems since and draft of results section to be completed by end of March. Student requires another committee member. Going forward: Dissertation Guide in place to outline supervisor and student expectations and surveys will be used for feedback 	
	<ul style="list-style-type: none"> Comprehensive Exams 	<ul style="list-style-type: none"> Nick and Beth on Comps Committee- Kellie is Chair Dates set, students notified; Oral Exams will take place July 13-14 	
	<ul style="list-style-type: none"> Accreditation 	<ul style="list-style-type: none"> Feedback received for self-study draft Tables to be finalized with only surveys and CVs remaining Criteria and Approval for External Practicum Policy needs approval Self-Care Workshop was success and received positive evaluation- Suggestion to separate the workshop based on year and have 	Christa will send Criteria and Approval document for review to Committee with meeting minutes

		appropriate skills presented to each year with all years together in afternoon	
	<ul style="list-style-type: none"> Practicum/Externship Issues 	<ul style="list-style-type: none"> No issues currently, only one cohort in external practica at this time Spring Practicum- School board an option for clients for First year Child Assessment Practicum course, detailed request needs to be sent. Second years possible to do Step-Care Program at SWCC Adult Acute Care Waterford, Long Term Care, Adult Rehab, and Neurology all have one space available for Spring practicum for second year students. Potential spots in Bridges and Janeway Family Centre and Harbour Grace (Adult and Child Rural)- still under negotiation Need guidance for 2nd year Spring Practicum. For example, need to determine minimum number of assessments to be done. Need Guidelines for Supervisors regarding Spring Practicum expectations. Plan is for it to be an assessment focused practicum. 	<p>Julie and Nick working on template for Child and Spring Assessment Practicum.</p> <p>Keep on Agenda</p>
	<ul style="list-style-type: none"> Internship Issues 	<ul style="list-style-type: none"> One EH resident on remediation plan 	
	<ul style="list-style-type: none"> Eastern Health 	<ul style="list-style-type: none"> Some training fatigue influencing available practica spaces. See Practicum/Externship Issues 	
	<ul style="list-style-type: none"> APNL 	<ul style="list-style-type: none"> No updates 	
	<ul style="list-style-type: none"> Phia 	<ul style="list-style-type: none"> Students need to complete in first term of program. 	<p>Jacqui will mention in her Orientation for her course</p>
	<ul style="list-style-type: none"> SWCC 	<ul style="list-style-type: none"> No updates 	
	<ul style="list-style-type: none"> IPE 	<ul style="list-style-type: none"> Second year rep confirmed, need first year rep for IPE Student Advisory Committee wants to ensure student perspective is captured 	
	<ul style="list-style-type: none"> Website 	<ul style="list-style-type: none"> Email to all PsyD faculty to update description of research areas Determine who in Experimental would be able to take on students and list type: Clinical (C), Experimental (E), or both 	<p>Julie and Jacqui will check with Ian</p>
#4 NEW BUSINESS		<ul style="list-style-type: none"> No new business 	

#5 ADJOURNMENT	Adjournment • Next Meeting	<ul style="list-style-type: none">• Meeting adjourned at 3:10 PM• Next meeting on January 25th, 2017 at 1:30PM	
MINUTES	C. Anderson/PsyD Admin Assistant		