

## Minutes / Action Items – PsyD Administration Committee Meeting

<b>MEETING</b>	<b>PSY.D. ADMINISTRATION COMMITTEE MEETING MINUTES</b>
<b>CHAIR</b>	Jacqueline Carter (Julie Gosselin)
<b>DATE</b>	November 29, 2017
<b>MEMBERS</b>	J. Carter, O. Heath, B. Whelan, B. Cater, S. Smith, J. Gosselin, K. Dalton, Jonah Nadler (Student Rep)
<b>PARTICIPANTS</b>	<b>Attendees:</b> K. Dalton, B. Cater, J. Nadler, O. Heath, S. Smith, B. Whalen, J. Gosselin
<b>REGRETS</b>	J. Carter

AGENDA	ITEM	DISCUSSION	ACTION
MEETING START	<ul style="list-style-type: none"> <li>Call to order</li> </ul>	<ul style="list-style-type: none"> <li>Call to Order 1:30</li> </ul>	
<b>#1 REVIEW / APPROVAL OF MINUTES</b>	<ul style="list-style-type: none"> <li>Review / Approval of Minutes from previous meeting</li> </ul>	<ul style="list-style-type: none"> <li>Minutes approved</li> </ul>	
<b>#2 AGENDA</b>	<ul style="list-style-type: none"> <li>Agenda approval</li> </ul>	<ul style="list-style-type: none"> <li>Agenda approved</li> </ul>	
<b>#3 STANDING ITEMS</b>	<ul style="list-style-type: none"> <li>Student Issues</li> </ul>	<ul style="list-style-type: none"> <li>The number and quality of video cameras and tripods in the clinic - Students were concerned that there weren't enough functional ones.</li> <li>Dropping PSYCH 6001: Consensus was that it is worth dropping if Clinical Research Design can cover the same topics (which was confirmed by current teacher J. Rash). Students acknowledged the value of having completed 6001, but also feel that having two research design courses creates too much workload in year 1.</li> <li>Clinical/Non-Clinical Elective: Making it optional may be best to give students the opportunity to learn and meet internship requirements as needed. But without more relevant and better options, the elective is currently not always providing much use (though there are exceptions). Jonah suggested that it may be useful to replace this with workshops, more opportunities for hours, or other professional development opportunities.</li> </ul>	<p><b>Jonah was asked by Julie to see exactly how many cameras/tripods are problematic, and she would work to address it once we know how many new ones are needed.</b></p> <p><b>Julie advised the committee that Jacqui has submitted a proposal to the Department to remove Research Design from the schedule and we will be notified of how and when that is implemented.</b></p> <p><b>Jonah noted that it should be made clear to students early in the program about the need to complete a graduate developmental psychology course as an elective if planning to apply to child-focused internship sites. In addition, some other internship sites may have different course requirements that may require students to complete an</b></p>

		<ul style="list-style-type: none"> <li>Looking at the possibility of extending the first year practicum in Basic Skills (PSYCH 7010) to a full year course (this year and for following years)- especially if PSYCH6001 is dropped from the program in future years.</li> <li>Students have decided to sponsor a family for Xmas this year through the NL Single Mothers Association.</li> </ul>	<p>elective before applying for internship.</p> <p><b>Beth advised that she would be happy to supervise the first year practicum for a full year. Julie agreed to discuss it with Ian to see if it was feasible.</b></p> <p><b>Nicole Rodriguez will be collecting/gathering donations until Friday, December 8.</b></p>
• Faculty Hiring Update		• No updates.	
• Admissions	<ul style="list-style-type: none"> <li>Deadline for applications are January 5, 2018.</li> <li>Nick Harris will chair the Admissions Committee this upcoming academic year.</li> <li>PsyD admin committee members were asked about the possibility of participating in the admissions committee and/or to interview candidates this year.</li> </ul>	<p><b>Jacqui, Nick &amp; Katera will be meeting the first week in December to discuss the admissions process.</b></p> <p><b>Given that availability of committee members, Julie will inform Nick to ask core clinical faculty as needed.</b></p>	
• Faculty/Teaching Issues	<ul style="list-style-type: none"> <li>The supervision of students by students is going really well in PSYCH6650 and PSYCH7010. This sup of sup experience will be maintained as part of both courses in the next school year.</li> </ul>	<p><b>Both Julie and Beth reported good success with the activity, which was also echoed by Jonah.</b></p>	
• Supervisor/Thesis Issues	<ul style="list-style-type: none"> <li>Anders Dorbeck and Adam Stacey are in the process of depositing their thesis.</li> <li>Other 4<sup>th</sup> and 5<sup>th</sup> year students are handing in their drafts to their committee, so there is generally good progress for the upper years.</li> </ul>		
• Comprehensive Exams	<ul style="list-style-type: none"> <li>Kellie Hadden will chair this year's comprehensive exams.</li> </ul>	<p><b>In early 2018, a comprehensive exam committee should be formed.</b></p>	
• Accreditation	<ul style="list-style-type: none"> <li>We have received positive feedback from the CPA site visit team. A response is being drafted by Jacqui, Julie and Ian.</li> <li>Accreditation of the PsyD program will be decided at the upcoming CPA meeting in the spring.</li> </ul>	<p><b>Once the draft response is complete, it will be circulated for feedback within the PsyD admin committee.</b></p>	
• Practicum/Extenship Issues	<ul style="list-style-type: none"> <li>Students in 2<sup>nd</sup> year have accrued approximately 80 direct contact hours each this semester.</li> </ul>		

		<ul style="list-style-type: none"> <li>• Julie submitted a letter outlining a short assessment-focused externship she would like to supervise involving Shannon Bedford. It was accepted unanimously by the committee.</li> <li>• A meeting date was recently confirmed to talk about direct contact hours on practicum in December, including supervisors from EH and SWCC.</li> <li>• Bev informed the committee that she is unlikely to find enough assessment-focused placements for year 2 Spring practicum in 2018.</li> <li>• Beth confirmed that she will coordinate the rural practicum in 2018.</li> <li>• We will also need to hire a new practicum coordinator for both the year 2 assessment-focused practicum and the year 1 child assessment practicum this Spring.</li> </ul>	<p><b>The meeting will take place of December 20, 2017 from 12:30-4:00 @ Southcott Hall.</b></p> <p><b>Julie will talk to Emily Fawcett about supervising a practicum at the SWCC for a 6 week period. Julie also suggested approached H. Quinlan as a potential supervisor.</b></p> <p><b>Julie will contact past rural supervisors in early 2018 to confirm their participation once again this year.</b></p> <p><b>Julie believe that Janine Hubbard is likely to agree to coordinate one of these and both Nick and Emily Case have been approached to help recruit for the child assessment one.</b></p>
	<ul style="list-style-type: none"> <li>• Internship Issues</li> </ul>	<ul style="list-style-type: none"> <li>• All students have finished submitting their applications through APPIC.</li> <li>• Students should hear about their interviews on Friday, December 1.</li> </ul>	
	<ul style="list-style-type: none"> <li>• Eastern Health</li> </ul>	<ul style="list-style-type: none"> <li>• No updates.</li> </ul>	
	<ul style="list-style-type: none"> <li>• APNL</li> </ul>	<ul style="list-style-type: none"> <li>• No updates.</li> </ul>	
	<ul style="list-style-type: none"> <li>• Phia</li> </ul>	<ul style="list-style-type: none"> <li>• No updates.</li> </ul>	
	<ul style="list-style-type: none"> <li>• SWCC</li> </ul>	<ul style="list-style-type: none"> <li>• Renovations still on-going.</li> </ul>	

	<ul style="list-style-type: none"> <li>• IPE</li> </ul>	<ul style="list-style-type: none"> <li>• IPE are currently recruiting more facilitators for Winter 2018.</li> </ul>	<b>Facilitators from the PsyD Program were confirmed for Winter 2018.</b>
	<ul style="list-style-type: none"> <li>• Website</li> </ul>	<ul style="list-style-type: none"> <li>• No updates.</li> </ul>	
<b>#4 NEW BUSINESS</b>	Admin Meetings	<ul style="list-style-type: none"> <li>• Admin meetings in the new year will now take place at 2:00 PM rather than 1:30 PM.</li> </ul>	
<b>#5 ADJOURNMENT</b>	Adjournment <ul style="list-style-type: none"> <li>• Next Meeting</li> </ul>	<ul style="list-style-type: none"> <li>• Meeting adjourned at 3:00 PM</li> <li>• Next meeting on January 10, 2017 at 2:00 PM.</li> </ul>	
MINUTES	Katera Dalton		