American Psychology-Law Society  
Executive Committee (EC) Meeting Minutes  
August 7, 2019  
Chicago, IL

I. **Attending:** Vanessa Edkins, Allison Redlich, Lindsey Wylie, Kento Yasuhara, Apryl Alexander, Neil Gowensmith, Emily Godfried, Angela Crossman, Marc Patry, Christopher Bishop, Matthew Huss, Jennifer Groscup, Eve Brank, Brian Cutler, Natalie Anumba, Lauren Kois, Tess Neal, Lindsay Malloy, Margaret Bull Kovera, Bradley McAuliff, Katherine Hazen, Victoria Pietruszk, Kathy Gaskey, Kevin Douglas, Patricia Zapf, Thomas Grisso (joined after the APA Council Meeting), Jason Cantone (joined after the APA Council Meeting).

II. **Welcome - Douglas**

Douglas called the meeting to order at 4:07pm.

III. **Minutes - Douglas**

Minutes from the March 2019 meeting were presented for corrections. Edkins moved to approve the minutes. All voted in favor and the motion passed.

IV. **Conference, Logistics, Reminders, Announcements - Gaskey**

*Conference Advisory Committee Announcements.* Kathleen Kemp (Conference Advisory Committee Chair, not in attendance) also sent an announcement that the call for 2021 conference co-chairs went out to the membership. There was not an experimental co-chair who was identified to serve. The 2021 conference is scheduled for the first week of March in Denver, Colorado.

V. **Wrightsman Award – Douglas**

The EC renamed the book award the Lawrence S. Wrightsman Book Award in honor of Larry Wrightsman.

VI. **Changes to the presentation format for the APA 2020 Convention – Anumba**

Anumba informed the EC that The Board of Convention Affairs has decided that as of the 2020 Convention, no more individual paper presentations will be accepted. Instead, the presentation format that are acceptable will include symposia, skill building sessions, discussions, and individual proposals presented using a poster format. The CAC will discuss with the co-chairs and make recommendations, and Patry will work with the APA Co-Chairs to put an announcement in the newsletter.
VII. Update on the Undergraduate Grant in Aid Award – Conradt (not present) and Kois

The Grant in Aid Committee updated the EC about their proposal to add an undergraduate grant in aid. They are planning on proposing a $5000 budget for the 2020-2021 budget cycle. The Governance Committee will consider this in working on committee restructuring.

VIII. Website updates – Wylie

The EC approved 6400 to improve the website and pilot RhythmQ as a way of handling reviews and grant submissions.

IX. Presidential Initiative – Groscup

Groscup provided the EC with an update about her Presidential Initiative for discussion and budgetary approval. The initiative is titled Leadership Inside and Out: Enhancing Skills, Building Pipelines, and Getting Out There, and is focused on developing leadership within AP-LS and developing leadership of AP-LS members in areas outside of AP-LS.

Groscup’s vision for the program is that it will have several parts:
1) A series of webinar or meeting-style trainings will take place throughout the year of the program.
2) A half or full-day workshop for participants will take place during the Wednesday prior to the AP-LS conference. Participants also will attend the EC meeting in March to get an insider’s look at Division leadership.
3) Participants will be formally connected to mentors already serving in Division leadership positions.

For the external program, titled Leading the Way in Research for the Decision Makers: Opening a Gateway to Research Communication with Judges, Groscup proposed a program to 1) provide the Division with information about new research areas from the perspective of judges, 2) open a pipeline with judicial organizations that might facilitate information sharing about research done by members of the Division, and 3) establish our Division as the leader in providing legally-relevant, psychological information to the courts.

The EC approved Groscup’s budget as proposed ($6,694).

X. APA Council Update – Cantone and Grisso
APA Council met on Wednesday, August 7 and Friday, August 9 during the APA Convention. Cantone and Grisso reported several updates from APA Council to the EC (see the larger minutes for details).

XI. APA Opportunities for APLS Members - Cantone

At the March 2019 Executive Committee (EC) meeting, the EC requested a presentation on how AP-LS members could become more involved in APA. Cantone provided an overview of the opportunities at APA for AP-LS members (who are also members of APA).

XII. Early Career Professional Report – Cantone

Cantone reported that the Early Career Professional Report that was presented at March’s EC meeting has been commented on, revised, and submitted to the EC for final approval. The EC approved to post the report on the website and in the newsletter.

XIII. Treasurer’s Report – Edkins

Edkins presented the Treasurer’s Report, noting that we finished last year (-$45,293.87) due to the realized and unrealized losses in our investments. We generally see a realized gain in excess of $150,000, and instead we had an approximate loss of $50,385. Edkins reported that we are still in very good shape and our investments have recovered nicely. Our net income for the year was $271,163.49 which is up from the previous year. Our cash totals at the end of 2018 were $327,662.66, combined with investments and advances, we finished the year with a total worth of $3,304,172.06. Our year to date expenses have been $545,502.18 in income and $448,859.96.

Edkins reported that the Finance Committee (Douglas, Levett, Huss, Hazen, and Edkins) met and reviewed all the committee requests and arrived at the final budget submitted to the EC. She thanked the EC committees for getting in their detailed reports in a timely manner and for being excellent stewards of the resources allocated last year.

The EC approved PLED funding for the fourth year with the stipulation that the Governance Committee in consultation with PLED and Wylie for the website will come back in March with a proposal for how we could integrate PLED into APLS from a structural standpoint. The budget for all committees was approved with the above stipulations.
XIV. Nominations Committee – Brank

The Nominating Committee moved to nominate Valerie Hans for the Weiss memorial lecture and all voted in favor.

XV. Professional Development of Women Committee – Godfried and Crossman

The EC approved the Professional Development of Women Committee moving forward with the development of a survey following up to the #metoo conversation that started last March at AP-LS, working with task force members Jason Canton and Jenn Hunt on the code of conduct.

XVI. Request for Proposals on the Book Series – McAuliff

McAuliff informed the EC that our contract with Oxford in the book series is expired, and that he needs approval from the EC to move forward with a request for proposals to get bids for publishing the book series. The EC needs to approve giving notice to Oxford and doing an RFP. Brank so moved and all approved.

XVII. Internal structure examination Douglas and Brank

The EC moved to approve a job description for an additional staff person. The Governance Committee will create a job description for the position for March, and Huss will work with Brank and Neal to do so. All voted in favor. The Governance Committee will also come back with a proposal considering the Research Committee’s request to restructure in the context of the development of hiring a staff person.

At this point, the agenda was addressed, and Edkins motioned to adjourn. All voted in favor, and the meeting ended at 7:35pm.