

AAASP
EXECUTIVE BOARD MINUTES
Meetings of September 16 and 20, 1987

Wednesday, September 16, 1987

Members present: John Silva, (Chair), Ron Smith, Charles Hardy, Jean Williams, Dan Kirschenbaum, Mike Sachs, Wayne Halliwell and Kevin Burke.

1. **On-site Registration-Hotel Accommodations.** Silva reported that he and others have been busy trying to resolve problems relating to on-site registration and hotel accommodations. Resolving issues has been much more difficult this year due to the Meridien Hotel accommodating guests and conferences other than AAASP. The recommendation was made that the individuals at the registration table be ready to assist conference attendees in finding hotel roommates due to the hotel's refusal to perform this service because of liability concerns.
2. **Approval of Spring Executive Board Minutes.** Silva asked if there were any corrections to the spring Executive Board minutes. The minutes were accepted as written other than a few editorial changes. Williams confirmed that all approved minutes are being kept in a folder to be passed on to whomever becomes the next AAASP secretary.
3. **1987 Election Results.** Williams announced the following election results: President-elect, Robert Weinberg; Social Psychology Chair, Brenda Bredemeier; and Student Representative, Barbara Waite. Discussion ensued regarding what could be done to increase member participation in the voting process. The AAASP Constitution dictates that balloting occur through the Spring Newsletter. The relatively low voting response this year may have been a consequence of the Newsletter not being mailed until after many members had left for the summer; or it may be that mail balloting typically has a low return rate. The decision was made to keep voting procedures the same for the upcoming year, but to approve at the spring Executive Board meeting a proposal to change the Constitution to permit both mail and on-site conference balloting. If the 1988 mail ballot response is high, the Executive Board may recommend that existing voting procedures be retained. If any change is to be implemented for the 1989 elections, however, the Summer Newsletter must include a proposal to change the Constitution. The membership would vote on the proposal during the fall business meeting.
4. **Fellow Status.** Smith reported that the procedures and materials for nominating and reviewing applications for Fellow status have been completed and will be given to Robert Weinberg, president-elect, who will now assume responsibility for the Fellow review process. Prior to the end of the conference, each Executive Board member was asked to give Weinberg the names of at least two individuals who might be qualified to become a Fellow. It is particularly critical that the number of Fellows be increased during the upcoming year because only Fellows are permitted to vote on certification issues.
5. **1989 Conference.** Smith, who will be past-president in 1989, will be responsible for the 1989 conference. The conference will be hosted in Seattle, probably in a downtown hotel. There was some discussion regarding the relative merits

of the conference being located at a downtown hotel, which would be central to Seattle attractions, or at the University of Washington, which probably would be cheaper but had limitations and complications.

6. **Certification Committee Report.** Kirschenbaum reported that the Tuesday, September 15, Certification Committee meeting was productive. The meeting was attended by Kirschenbaum, Smith, Silva, and Weinberg (invited). Kirschenbaum reported that the certification process will contain five components: 1) title; 2) role definition; 3) ethics, policies, and procedures; 4) criteria for certification; 5) application process. He will give the AAASP membership a progress report at the business meeting and will also put a summary in the Winter Newsletter. The Certification Committee will meet again late in November. Their goal is to have a concrete proposal ready for the 1988 spring Executive Board meeting.
7. **Intervention/Performance Enhancement Section Chair Report.** Kirschenbaum briefly reviewed the 1987 submissions for the conference and summarized the 1987 intervention/performance enhancement program. He also announced that Tara Scanlan would be rotating off the committee this fall. He proposed, and the Executive Board approved, that Shane Murphy replace Scanlan. A more thorough description of the section chair report will be published in the Winter Newsletter.
8. **Health Psychology Section Chair Report.** Sachs briefly reviewed the 1987 health psychology submissions and program. He indicated that health psychology needs to establish itself in AAASP more substantially in the future. He will get from Hardy a list of AAASP members who have indicated their interest in health psychology. These members will be sent a separate notice by Sachs encouraging them to make submissions for the 1988 program. Sachs indicated that the Health Psychology Committee is still debating the merits of adding a student to the committee. A number of student members have expressed an interest in joining the committee. As of yet, no decision has been made regarding whether or not a student member will be added to the committee.
9. **Graduate Directory.** Many individuals are continuing to request a copy of the Graduate Directory. The decision was made to have an updated version of the Graduate Directory available in 1989. It may be necessary thereafter to revise the Directory just every five years. The current price of the Directory is commensurate with the cost of duplicating and mailing it.
10. **Social Psychology Section Chair Report.** Halliwell briefly reviewed the 1987 submissions for the conference program. He also announced that Glyn Roberts rotates off the committee this fall. Due to the existing size of the committee, he may or may not be replaced. The new social psychology chair will be apprised of the situation and she and her committee will be responsible for making the decision. The Executive Board expressed its appreciation to Halliwell for his leadership this last year in the social psychology area.
11. **Publication-Membership Director Report.** Hardy reported that the total membership as of September, 1987, was 394 with about 55% of the members being professional members and 42% being student members. There are 143 charter members, with 64% being professional members and 36% being student members. Membership renewal notices for 1987 were sent out in July as a supplement to the call for membership renewal appearing in the earlier

newsletters. For 1988, renewal notices will be sent to all members in a special November mailing. The letter also will contain a call for papers for the 1988 Conference.

Hardy acknowledged Bill Straub, Robin Vealey, and David Yukelson for their work on the AAASP Newsletter. The Executive Board commended Hardy and his staff for the continued high quality of the AAASP Newsletter. After some discussion, it was moved, seconded, and unanimously passed that AAASP keep the current size of the Newsletter, but change the paper to a thinner, high gloss "enamel" paper. The new paper will be easier to fold and thus may make the size of the Newsletter less cumbersome.

Hardy reiterated the merits of the decision to purchase a computer and laser printer. Hardy has been generating many materials on the computer and printer at considerable savings to AAASP. As an example of what the laser printer can do, Hardy distributed samples of the charter membership and Fellow certificates that had been generated from the laser printer. These certificates will be distributed during the business meeting. The quality of the certificates was equal, or superior to, certificates that would have been produced by a professional company. Hardy also has been preparing a folder containing the job description of each AAASP Executive Board member. He asked that members who have not turned in their job description, please do so.

Hardy submitted a publications-membership budget proposal for 1988 amounting to a total of \$4,000. It was moved, seconded, and unanimously passed that Hardy's budget proposal be accepted. Discussion of the motion indicated that approval would not automatically mean that AAASP would spend \$4,000. The amount may be considerably less or, if need be, more.

12. **Conference Registration Report.** Hardy reported that a total of 121 members preregistered for the Conference with the breakdown being 66, 42, and 13 respectively for professional, student, and complementary registrants. Hardy, Burke, and student volunteers are ready for on-site registration.
13. **No-Show and Withdrawal Policy for Program Presentors.** The policy established at last spring's Executive Board meeting was briefly reviewed. Silva asked that the Board establish some procedures for deciding what constitutes an "emergency". It was moved, seconded, and unanimously passed that the section chairs meet at the conference to examine each individual withdrawal from the program to determine if the reason given sufficiently constitutes an emergency.
14. **Secretary-Treasurer Report.** Williams distributed a detailed treasurer's report covering 12-1-86 to 9-1-87 which itemized income, expenses, and current assets. Total income as of 9-1-87 was \$42,567.64, which included initial assets of \$25,512.78. Expenses during the same time period totaled \$23,957.86., resulting in current assets of \$18,622.07. The report will be updated after the conference to include additional conference expenses and income other than preregistration monies. The final 1987 treasurer's report will be published in the 1988 Winter Newsletter.

Although the treasury appears to be solvent, Williams expressed her concern that we continue to be conservative in expenditures. The recommendation was partly due to concern over the additional expenses AAASP will incur

once the AAASP journal is published. Although membership dues probably will need to be increased at the time, they will not be increased the full amount of the journal's cost. Williams requested that the Executive Board examine how it might contain costs of future AAASP conferences without affecting quality. No decision was reached regarding guidelines for determining conference expenses, but there was agreement that the matter needs to be addressed in the future.

15. **Student Representative Report.** Burke announced that student membership is up from 122 in 1986 to 168 in 1987. Burke expressed his thanks and the thanks of the student members for the students being such an integral part of AAASP. The Executive Board expressed appreciation to Burke for his leadership during the last two years. A more thorough description of the student membership report will be published in the 1988 Winter Newsletter.
16. **Recognition of Silva's Contributions.** On behalf of the Executive Board, Burke presented to John Silva a plaque in recognition of the contribution Silva has made as the driving force in founding AAASP and as its first president.

Sunday, September 20, 1987

Members present: Ron Smith, (Chair), John Silva, Robert Weinberg, Charles Hardy, Jean Williams, Dan Kirschenbaum, Mike Sachs, Brenda Bredemeier, and Barbara Waite. Weinberg, Waite, and Williams left the meeting early and Hardy was gone for the middle of the meeting.

1. **Meeting Agenda.** Smith called the meeting to order and announced the proposed agenda. The agenda included the items the Executive Board was unable to address during Wednesday's meeting and the previously stated purpose of the meeting which was to establish the election slate for 1988.
2. **Conference On-Site Registration.** Hardy announced that 199 people had registered for the conference. He asked the Executive Board to give some thought to establishing policies in the future which would enhance the return of conference evaluations. He also indicated that some individuals who presented, or asked people to present, requested a reexamination of the requirement that presenters be members of AAASP. This matter may need to be addressed more fully in the future.
3. **Report on Student Meeting.** Waite reported the following suggestions and concerns from the students: 1) Much time was spent by students at the registration desk selling T-shirts and registering attendees. Could students who perform this function in the future be given a discount on registration? 2) In determining future conference sites, could the Board consider finding a site that would be as inexpensive as possible and that would be more likely to foster group cohesion. 3) Perhaps future programs could include a panel session whereby students could ask questions of professionals. 4) Perhaps there could be a session where just student presentations are made. Some students felt there should be different refereeing standards when critiquing student submissions. 5) Students liked the idea of AAASP hosting regional conferences. 6) Students expressed concern regarding the certification issue. They feared they might be caught in between with qualifications being proposed which they did not meet and yet they would be too young to be grandfathered.

4. **Business Manager Replacement.** Kelly Crace suggested most of his responsibilities could be distributed between the treasurer and past president if we do not find a new business manager. His responsibilities include assisting in conference site selection, the negotiation of a conference contract, the purchase and shipping of conference items, the negotiating of an airline contract, and the sale and shipping during the year of AAASP T-shirts, conference programs, etc. Many additional functions have been performed by the business manager during the preceding year, but the primary ongoing functions are the ones previously listed. Silva proposed that we function during the upcoming year without a business manager, with him and Williams picking up Kelly's responsibilities. Silva, however, was not willing to negotiate an airline contract. The Executive Board accepted Silva's recommendation and proposed that a member who lives in the Northeast could be asked to negotiate the airline contract. In order to minimize next year's duties, the decision was made to not sell T-shirts through the mail, but we would sell the remaining 1987 AAASP calculators and conference programs.

5. **Journal of Applied Sport Psychology.** Silva distributed a list of potential editorial board members and his suggestions for associate editors. The associate editors were approved as soon as Silva confirms their qualifications and interest. After the Executive Board added more names to the editorial board list, it was moved, seconded, and unanimously passed that Silva and the associate editors be empowered to add additional names to the list and then determine editorial board members from the resulting list. A decision also was made that individuals holding office as section chairs cannot serve concurrently as associate editors.

Silva requested the Executive Board consider moving the March, 1989, starting date for the journal up by 6 months. This would enable Allen Press to advertise the JASP in its upcoming literature announcing new journals. Discussion evolved around whether or not there would be a sufficient number of manuscripts to meet such a publication timetable. The point also was made that in order for the new journal to be listed in Current Contents, it must be published on time for two years. It was moved, seconded, and passed (7-0-2) that we continue with the original publication date. Silva was asked to distribute to Executive Board members for their input the Allen Press journal contract once it is developed. The president of AAASP was empowered to sign the journal contract on behalf of AAASP.

6. **Nomination Slate for 1988.** The offices of president-elect, secretary-treasurer, health psychology chair, and student representative will be up for election next year. Williams summarized the recommendations of the 8 to 10 members who responded to the call for nominations request. Based upon the recommendations of these members and those of the Executive Board, a slate of candidates was determined. Smith has the responsibility of contacting these individuals to determine if they are willing to run for office.

7. **Sites for the 1988 Conference.** Silva briefly described the sites which appeared to hold the most promise for the 1988 conference. One was in Lancaster, PA, and three or four were in southern New Hampshire. A complete description of the sites meeting the final selection criteria (cost, desirable location and amenities, transportation accessibility, and so forth) is being mailed to Executive Board members. Discussion occurred regarding the concern expressed by some of the members at this year's conference that future locations fall within the budget of the student membership and the facilities be such that they would foster group cohesiveness. There also was considerable discussion regarding the optimal dates for the conference. The dates should not conflict with the

1988 Olympics, which suggests later in October would be better than September or the first week of October. In the near future, Silva will begin final contract negotiations and make an on-site visit to prospective locations.

8. **Conference Exhibitor Profit.** Silva informed the Executive Board he made arrangements for a company to exhibit one of its products, an "alpha chamber" at the Conference. For this opportunity, the company paid AAASP \$500.00. Silva requested the Executive Board apply the money toward the purchase of a lap computer which could be used at future meetings and on the AAASP journal. Because many of the Executive Board members already had left, the request was tabled until the spring Executive Board meeting.

Minutes of the AAASP Business Meeting September 19, 1987

Call to Order. The meeting was called to order by President John Silva.

Announcements and Acknowledgements. Silva asked all members to please fill out the conference evaluation forms. He thanked the AAASP membership and the Executive Board for their participation at the conference. Specific thanks were given to Kelly Crace, Charles Hardy, Laura Finch, and Nancy Slocum for their tireless service in preparing for the conference. An individual acknowledgement was given to AAASP Charter and Fellow members by having each stand when his/her name was called. Certificates were distributed to the Charter and Fellow members after the business meeting. Silva announced the 1988 Conference will be held in New England sometime during the fall.

Change of the Presidency. Silva turned the gavel over to incoming President, Ron Smith, who proceeded to acknowledge John Silva's contribution as the driving force in founding AAASP and as its first President.

1987 Election Results. Smith announced the results of the 1987 election. The Student Representative is Barbara Waite, the Social Psychology Chair is Brenda Bredemeier, and President-elect is Robert Weinberg. On behalf of the membership, Smith thanked and acknowledged the numerous contributions of Kevin Burke, outgoing Student Representative, and Wayne Halliwell, outgoing Social Psychology Chair.

Business Reports. Reports were presented by the Intervention/Performance Enhancement Chair, Health Psychology Chair, Social Psychology Chair, Publication-Membership Director, Secretary-Treasurer, and Student Representative. It was moved, seconded, and unanimously passed that all the reports be accepted. The content of these reports can be found elsewhere in this Newsletter under the separate headings representative of the different areas.

AAASP Journal. John Silva reported on the status of the AAASP journal. AAASP is very close to finalizing a contract with Allen Press. Silva and the rest of the Executive Board are in the process of determining the associate editors and a list of potential editorial board members. The journal will begin with two issues per year, with the intention of increasing the number of issues to four once manuscript submissions justify an increase. The title of the first issue is, "The Future of Applied Sport Psychology". The first publication will be March, 1989.

Adjournment. The meeting was adjourned by President Ron Smith.