

**International Union of Psychological Science
Executive Committee
Yokohama, 25-28 May 2013**

MINUTES

Present: Oscar Barbarin; Jean-Pierre Blondin; Saths Cooper (Chair); Nick Hammond; Laura Henández-Guzmán; Tor Levin Hofgaard; Pascal Huguet; Pam Maras; Janek Pandey; Michel Sabourin; Kazuo Shigemasu; Rainer K Silbereisen; Gonca Soygüt; Ava Thompson; Ann Watts; Jinaxin Zhang

In attendance: Merry Bullock

Apologies: Alicia Salvador

The meeting opened at 09:30 on 25 May

1. Opening

The President welcomed members to the meeting.

1.1 Confidentiality and Conflicts of Interest

No conflicts of interest were declared.

1.2 Adoption of the agenda

The agenda was adopted unchanged.

1.3 Arrangements and schedule for Yokohama

The Executive Officer provided details on local arrangements, and the Treasurer-Designate outlined arrangements for expense claims, noting the changes in bank transfer requirements.

Action: Circulate details of electronic bank transfer requirements to EC members.

JPB
26May

1.4 Minutes of EC meeting 27 July 2012

The minutes of the EC meeting of 27 July 2012 were adopted as a true record.

1.4.1 Matters arising (not dealt with elsewhere in the agenda)

No additional matters were raised.

1.5 Notes/Minutes of Officers' meetings (for noting)

The notes and minutes from the meetings listed under this item were received.

1.5.1 Cape Town (July 2012)

1.5.2 Telecon (September 2012)

1.5.3 Telecon (December 2012)

1.5.4 Telecon (February 2013)

1.5.5 Oslo (March 2013)

1.5.6 Telecon (May 2013)

2. Union Secretariat

2.1 Secretary-General report

The Secretary-General's report was received, and she highlighted key achievements since the last EC meeting. She requested that members provide input to the governance critical path document.

Action: Provide suggestions for inclusion in Governance Critical Path.

All
1Jul

2.1.1 Annual Report 2012

The draft Annual Report was received. The Secretary-General requested suggestions for final changes.

Action: Send suggested amendments or additions to the 2012 Annual Report to the EO.

All
1Jul

2.2 Treasurer report

2.2.1 Quadrennial budget

The quadrennial budget was received, and key points highlighted by the Treasurer-Designate. It was noted that aspects of the budget will change under the new publications arrangements.

2.2.2 Audited statements 2012

The Treasurer introduced the audited statements, noting that the deficit is much smaller than had been originally anticipated. The audited statements were received.

The Committee discussed the need for deficits in some years of the quadrennium to be presented in context of the whole quadrennium. It was suggested that a short-term group be set up to consider how best to report the deficit budget issue. In addition, the group should consider the issue of growing our reserves to cover at least 1.5 times the annual turnover. The group members are : MS, JPB, TLH, PM and OB.

Action: Working group to consider the matters of deficit budget reporting and growth of reserves.

MS, JPB,
TLH, PM,
OB
1Aug

2.2.3 Current financial position (as at 1 May 2013)

The statement or financial position was received.

2.2.4 Travel policy

The travel policy was introduced by the Treasurer who emphasised that the written policy was largely a formalisation of existing practice.

Resolution: That the travel policy be adopted by the Committee (approved unanimously)

The issue of the variability of bank charges was discussed, and it was proposed that a process be devised to ensure that members were not significantly out of pocket due to the imposition of bank charges.

Action: Develop a process for ensuring that claimants are not significantly out of pocket due to bank charges.

MS, JPB
1Jul

2.3 Executive Officer report

The report of the EO was received.

2.4 Future arrangements for EO

The Secretary-General reported that the recruitment process to replace the current EO, who steps down at the end of August 2013, is underway.

3. Strategic planning

3.1 Strategic overview

The President introduced his report, highlighting that the review phase is now over, the possible wider implications of the reviews and the need to provide a refined strategic plan for the 2014 General Assembly. He noted that specific areas will be discussed under the appropriate agenda items.

3.2 Membership

The Membership Review was received.

3.2.1 National Membership survey

The Secretary-General presented preliminary results from the National Membership survey, noting that further responses will be encouraged and that further analysis is required.

Members requested that a summary of the results and of their implications be circulated in due course. The President emphasised the findings should be used to inform working groups and the refinement of the Strategic Plan.

Action: Final results from membership survey to be circulated to EC.

AW
31Jul

3.2.2 Review of membership dues

The Committee was reminded of the commitment from the 2012 General Assembly that the dues will be reviewed in 2014-15 for recommendation to the 2016 Assembly. To facilitate the review it was agreed that:

- National members should be advised that a dues revision will take place in 2014, including the collection of relevant information to inform the member score computation starting in January 2014.
- Data collection from National Members to start in January 2014.
- Members to be advised by the end of 2014 what the dues will be.
- The new dues to become effective in 2016.

Action: Inform National Members on plans for dues review.

MS, JPB,
NH 1Aug

Action: Prepare for data collection to inform dues revision.

MS, JPB,
EO 1 Dec

3.2.3 New membership enquiries

3.2.3.1 Macau

The Secretary-General reported that the application papers for Macau's admission to the Union were in good order, but that the EC should consider whether the status of Macau as a Special Administrative Region of China rather than as an independent state rendered the application ineligible.

It was noted that, in the context of National Membership, the Statutes state:

“The term ‘country’ shall be understood to include dominions, protectorates, and nonautonomous territories in which independent scientific activity in psychology has been developed.”

It was agreed that the application provides evidence of the development of scientific activity in psychology in Macau independent of the developments in China. The following motion was therefore proposed and adopted.

Motion: To recommend to the General Assembly the admission of Macau as a National Member of the Union (approved unanimously)

3.2.3.2 Cameroon

The Secretary-General reported that the application papers for Cameroon’s admission to the Union were in good order. The following motion was therefore proposed and adopted.

Motion: To recommend to the General Assembly the admission of Cameroon as a National Member of the Union (approved unanimously)

3.2.4 Affiliates & special liaisons

It was reported that applications for affiliate status are likely to be submitted from a number of regional bodies, including the Caribbean Alliance of National Psychological Associations (CANPA), and the Pan-African Psychology Union (PAPU).

Forthcoming activities relating to a number of affiliates were discussed:

ARUPS: Pam Maras is organising a capacity building workshop at ARUPS2013 in the Philippines in October, involving leaders of regional psychology bodies. A grant has been awarded from the APF IPDF to support the event.

SIP: A significant IUPsyS delegation is attending the SIP Congress in July, and a dinner will be hosted for SIP leadership and a further meeting with presidents of national psychology bodies is being organised by LH-G.

The draft paper on affiliate relationships was received; this will form the basis for future affiliate negotiations.

Action: Make paper on affiliate relationships available on IUPsyS web site.

NH
1Jul

It was agreed that a future meeting should consider the distinction between Affiliates and Special Liaisons: historically, Affiliates have only individual members while Special Liaisons have organizational members.

3.2.4.1 IAAP

3.2.4.2 EFPA

The President and Secretary-General will attend the EFPA 2013 General Assembly in July (Stockholm).

3.2.4.3 ITC

TLH advised that he will attend the next Council meeting of ITC in Stockholm in July. He raised concerns that as a liaison it is not clear whether or not he has voting rights at the ITC Council: holding voting rights could be seen to be in conflict with his representational role.

Action: Clarify voting status of the IUPsyS liaison for ITC

TLH
1Aug

It was proposed that the Union should appoint an alternative representative to ITC, to

cover representation when the main representative is unavailable. It was agreed that the alternative representative should be Kazuo Shigemasu.

3.3 Policy

The Vice-President introduced his report, noting that the review had focussed on internal IUPsyS policy and governance, that many of the recommendations are for long-term action, and that some have been considered by the EC in the past. The EC welcomed the report and agreed the need to prioritise the recommendations and to develop operational means for implementation.

A number of the suggestions for governance changes were considered by a breakout group on the last day of the meeting, and the report of this group is attached as an appendix to these minutes.

3.3.1 Media/publicity policy

The paper setting out proposed terms of reference for a Group to consider media and publicity policy was received.

3.3.2 Ethics: Coalition for Ethical Psychology

The email correspondence was noted.

3.4 International representation

The President introduced the report on international representation (included within the Strategic Overview report), noting the high value given by National Members to international representation.

3.4.1 IUPsyS at the UN

3.4.1.1 Representation at the UN, NYC

AT introduced her report on Psychology Day at the UN, noting the narrow focus of many of the presentations without a global perspective, and the opportunity for IUPsyS in terms of its wider purview.

The subsequent discussion on the wider representational role at the UN raised the following points:

- We need to be clear about what we want to achieve first, and then decide on the nature of representation (including youth representatives).
- IUPsyS should not only talk to other NGOs, but take a wider approach.
- We should facilitate what our National Members are doing and mobilise their resources and expertise, taking on a convening role.
- While there are many psychologists working on relevant specific areas, there is little global dialogue: we should have a role in facilitating global networking and coordination.
- This is an example where we could seek funding to bring together world experts and produce documentary output. But we need to identify the most important areas.
- We should think smart about how we do lobbying: not a conference presentation, but targeted to where translational research can inform policy change.
- We should have a plan for the 2014 General Assembly, but better to be cautious than to jump in.

Action: Prepare plan for UN representation for 2014 GA.

SC
1Jun14

3.4.1.2 UN High Commission for Human Rights, Geneva

3.4.1.3 UNESCO

It was agreed that the Union needs to consider its possible future relationship with UNESCO.

3.4.1.4 Other

3.4.2 ICSU

The report from MB on the ICSU Committee on Freedom and Responsibility in Science was received.

The report of the ICSU Unions' meeting was received. PM provided an introduction to the report, noting that we are now coordinating the Social Science cluster and that psychology has a good deal to offer. IUPsyS was invited to join the Biology/Life Sciences cluster as well. There are opportunities for linking with other Unions.

It was noted that Pierre Ritchie serves on the Committee for Urban Health and Wellbeing and that there is likely to be funding to support developments in this area.

Action: People with interest or ideas for possible funded projects should communicate with AW or PM

All
1Sep

It was agreed that PM should be appointed as the alternative ICSU representative.

3.4.3 ISSC

It was noted that MS currently serves as ISSC Treasurer. It was agreed that Union will to nominate MS for election for a further term as ISSC Treasurer.

MS reminded the Committee of the plans for IUPsyS contributions to the World Social Science Forum (WSSF) and the two contributions to the World Social Science Report (WSSR).

3.4.4 WHO

The Secretary-General outlined progress on the major project on the revision of ICD-10. The focus will shift to education and training, that could result in a possible project for IUPsyS, as well as the possibly publication of manuals or books. She reported that in addition to the role of Geoffrey Reed, Cary Kogan (Associate Professor, School of Psychology, University of Ottawa, Canada) has been seconded as a full-time volunteer for the period July 2013 to June 2014. His work will be divided between the ICD-10 revision and the Mental Health Gap Action Programme (mhGAP). IUPsyS will become increasingly involved in mhGAP as the ICD revision process is concluded.

4. Publications and Communications

The progress report on the book "Psychology Education and Training: A Global Perspective" resulting from the Dornburg Conference was received.

4.1 Publisher transition arrangements

The Past President reminded the Committee about the process for appointing a publisher for the Union, and that members had confirmed the decision to appointment Wiley-Blackwell through electronic consultation.

Motion: Formal ratification of the appointment of Wiley-Blackwell as the new Union publishers from the start of 2014 (unanimous)

The Past President briefly introduced the paper on the transition arrangements, noting

that additional money is required to remove the IJP backlog during 2013-14 through additional journal pages.

A meeting is planned in August (in Oxford, UK) which all key people will attend. Following this meeting, a publications committee will be formed.

The priorities for the transition are: Journal, Web, Psychology Resources Around the World, Books.

Three workgroups are likely to be set up: Journal, Web, Books and other publications.

Committee Members were reminded that the publisher arrangements remain confidential.

4.2 International Journal of Psychology

The report of the Editor was received, together with the subsequent email exchanges between the Editor and Past President. Details of the report were highlighted by the Past President in the absence of the Editor.

The Committee recorded its thanks to the Editor for her constructive report.

The following points were raised for future consideration:

- Quality standards should be explicit;
- Associate editors need to be instructed and monitored to ensure that the quality standards and processes are consistently maintained;
- Clarity on journal page lengths, agreed “extras” and other resource issues is essential;
- A strong marketing plan is essential.

The Committee recorded its thanks to the Past President and his team (in particular Verona Christmas-Best) in handling the transition process for the journal.

4.2.1 Editor transition planning

The Editor Designate (identified as ED below) joined the meeting for this item via Skype.

The ED was warmly welcomed to the meeting by the Chair and other members of the Committee.

It was agreed that any remaining matters to be finalised in the draft contract should be addressed prior to the meeting in Oxford in August (see item 4.1).

The ED raised the issue of Associate Editors, and expressed the view that she would prefer not to operate with Associate Editors, but instead have a broad Editorial Board including both senior representation and younger, energetic scientists.

It was agreed that this was an untried model for the IJP and may have significant problems.

Subsequent to the Skype call, a number of the problems and possible risks associated with having no Associate Editors were explored further. It was agreed that the Past President, as Chair of the relevant Standing Committee, should lead the discussion with the ED so that a working solution could be reached.

4.3 PRATW

The Report from MB, Editor of PRATW, was received.

It was agreed that from 1 January 2014 the management of the site will be with Wiley-Blackwell. The nature of future arrangements and the transition process will be discussed further at the August meeting (see 4.1).

4.4 Communication with National Members

It was agreed that there will be cross-cutting groups to lead activities. The sub-items were not discussed.

4.4.1 Web site

4.4.2 Monthly bulletin

4.4.3 Newsletter

5. Awards and prizes

5.1 Nominations

The statement of recent nominations was received.

5.2 IUPsyS Awards 2016

The reports on the IUPsyS Awards (recommended Timeline, Jury lists and Procedures) were received.

6. Capacity Building

The Capacity Building Standing Committee will be chaired by the President, with PM and AT as co-chairs.

6.1 National capacity building

This item was not discussed further.

6.2 Regional conferences

The strategic report on RCPs was received.

The Past-President thanked the Workgroup for their contributions and noted the following points:

- In the past, there has been no bidding for RCP: a bidding process could be considered in the future.
- Conferences should have associated post-conference activities for capacity-building and continuing development.
- The planning has not previously included a detailed evaluation: this should be included in the future.
- The group has ideas for future RCPs.

In discussion, the proposal for a bidding call for RCPs was supported. This should lead to a negotiation process and common understanding to support local activity and needs rather than imposing external models.

It was agreed that a position statement should be prepared to inform our discussion with IAAP.

Action: Prepare a document on lessons learnt from RCP2013 to inform Joint IAAP/IUPsyS meeting.

AW
1Jul

6.2.1 RCP2013

The progress report on RCP2013 was received. The Conference will be held in Kampala, Uganda, 6-8 November.

6.2.2 RCP2015

A number of possible locations are under consideration, including: Central Asia, Latin America, Middle East

6.3 Regional workshops

The past and future workshops listed below were noted.

6.3.1 Africa (PAPU: 26-27 April 2013, Accra, Ghana; 26 September 2013, Johannesburg, South Africa; 8 November 2013, Kampala, Uganda)

The report of the 1st PAPU workshop was received.

6.3.2 Caucasus (17-21 Nov 2012)

The report of the Central Asia workshop on Disaster and Bereavement was received.

6.3.3 Philippines (ARUPS) (23 Oct 2013)

The successful bid for support from the APF International Development Fund was noted.

6.4 Other events

Two forthcoming meetings in Cuba were noted, one in July and one in December. The organisers have asked for endorsement and assistance with publicity from IUPsyS. LH-G may attend the December meeting as a representative of the Union. It was also agreed to support ABPSi which is holding its 2015 Conference in Cuba.

Action: Send details of Cuba event to NH for circulation to National Members.

SC/NH
1Jul

6.5 ARTS

6.5.1 ARTS2012 Reports

The ARTS2012 Report and the associated Evaluation Report were received.

6.5.2 Implications of withdrawal of IACCP from MOU

The report on the implications of IACCP withdrawal was received.

6.5.3 Planning for ARTS2014

It has been agreed two two-day ARTS will be held in association with ICAP2014 in Paris.

Ideas for the two workshops are being solicited. It was reported that Sonia Suchday is developing a proposal and this should be circulated to the EC for their comments.

Action: Obtain workshop proposal from Sonia Suchday and circulate to EC for comment

NH
1Jul

It was agreed that ARTS, along with other capacity-building activities, should build on regional activities, develop topics and activities and be of value to our National Members, rather than being seen as a stand-alone activity.

7. International congresses

7.1 ICP

7.1.1 ICP 2012

The final report of ICP 2012 was received.

The Treasurer noted that the report was extremely detailed and complete and will be a very helpful tool for future congresses. He also commended the excellent financial outcome, with a greater surplus than anticipated. All in all, the report reflects the great success of the Congress.

7.1.2 ICP 2016

The meeting was joined for this item by the following members of the ICP 2016 Executive Committee: Professor Jiro Gyoba; Professor Toshihiko Hinobayashi; Professor Tatsuya Kameda; Professor Sonoko Kuwano; Professor Tetsuro Matsuzawa; Professor Makiko Naka; Professor Kyoko Noguchi; Professor Takao Sato; Professor Masataka Watanabe.

The President welcomed ICP 2016 EC Members to the meeting.

Presentations with tabled papers and followed by discussion were held on the following areas:

Organizational chart and timeline of critical path

The President commended the detail within the timeline, and, following discussion, suggested the dates of the following be added:

- Abstract submission deadlines
- All Congress registration deadlines
- Second Announcement (at ICAP, July 2014, Paris)
- Final Announcement (at the 14th European Congress of Psychology [ECP], July 2015, Milan)
- Reports to IUPsyS

International Advisory Board

It is planned to invite 30-50 members of the International Advisory Board, and a number have already accepted.

Following discussion, it was suggested that 30 might be a more realistic and manageable target for Board members. The President stated that he and other members of the IUPsyS EC could provide suggestions if required.

Finance

The projected budget was presented and discussed.

It was suggested that adjustments might be considered to the structure of registration fees, with greater differentials to encourage more students. It was proposed that the ICP Financial Team should discuss the matter further with the Union Treasurers, Secretary-General and Past President.

The plans for fund-raising were commended.

Publicity and marketing

Plans and timelines for publicity and marketing activities were outlined.

The Committee commented on the excellence of the ICP 2016 branding and the range of novel ideas for publicity.

Scientific Programme Committee

A more detailed presentation of the work of the Scientific Programme Committee was given in view of the complexity and importance of its work. Following discussion, suggestions were made as follows:

- Theme topics: it was agreed that optimising the list of topic areas is critical for the marketing of ICP 2016 and in encouraging submissions and participation. A number of suggestions were made for addition to or for structuring the proposed list of topics. It was agreed that IUPsyS would formulate suggestions for further

consideration by the ICP team.

- Nominations for the Programme Committee: it was noted that work on identifying both Japanese and non-Japanese members of the Committee is under way. At a later stage, it would be helpful for a list of nominations by geographical region so that gaps can be identified.
- Keynote and other invited speakers: IUPsyS can provide suggestions for distinguished psychologists to invite. The distinction between different categories (keynotes, invited speakers, invited symposia, etc) should be clear at the outset. The ICP team is encouraged to consider IUPsyS National Member Associations as a source of information for potential invited speakers.

The planning in these areas was commended.

Emerging Psychologists Programme (EPP)

Plans for the EPP were outlined.

The President stated that he considered the plans an excellent start. A number of suggestions were made during discussion:

- The minimum qualification should be at post-masters level rather than post-doctoral
- Mentors should be identified once participants have been selected
- Pre- and post-programme evaluations should be performed
- Funding: Identify countries that have young scholar programmes and associated sources of funding. Financial support should also be forthcoming from psychology associations in the Asia-Pacific region.

Overall, the President congratulated the ICP team on their hard work and extensive and detailed planning.

The IUPsyS EC recorded its thanks to ICP 2016 colleagues.

All
10Jun

Action: Send suggestions on ICP 2016 topic areas and on other matters raised in discussion to the Secretary-General

AW
27Jun

Action: Send collated comments to KS for consideration by ICP 2016 team

KS
8Jul

Action: Prepare a PowerPoint for EC members to use in their presentations to provide publicity on ICP 2016

7.1.3 ICP 2020

The report of the site visit to Prague and associated papers were received. The President and Secretary-General reported that the Czech team are well-prepared. Negotiations on the costing of the venue are under way.

The President reported his intention of stepping down from the liaison role as he considered it is not appropriate for the President to serve in this capacity.

The meeting endorsed that the Secretary-General would serve as the ICP 2020 liaison.

7.2 ICAP 2014

7.2.1 IUPsyS representation and activities

The list of IUPsyS requirements and activities was received.

It was agreed that, in addition to the symposia listed, an ARTS Roundtable should be included, and that OB had already submitted a symposium abstract.

8. Future Meetings

The following meetings in 2014 were noted:

Officers' meeting: March/April 2014, details to be determined

Officers' meeting: July 8 2014, 10:00-15:00; July 11, 16:00- 19:00, Paris

EC meeting: July 9 2014, 09:00- 17:00, Paris

General Assembly: July 10, 2014, Registration 08:00, Meeting 09:00 – 18:00, Paris

9. Other business

EC teleconference: a teleconference meeting (maximum length 90 minutes, with pre-circulated papers) will be held early in 2014. Details will be circulated.

Discussion groups were held following formal business. Reports of the discussions will be circulated separately.

10. Adjournment

The meeting was adjourned at 11:05am on Monday 27 May