Board Members Present: Tara Scanlan, President; Penny McCullagh, President-Elect; Jean Williams, Past President; John Heil, Health Psychology Chair; Vikki Krane, Secretary-Treasurer; Al Petitpas, Intervention/Performance Enhancement Chair; Linda Petlichkoff, Publications Director; Susan Walter, Student Representative; Neil Widmeyer, Social Psychology Chair. Bill Straub, Business Manager was also present.

1. Call to Order. The meeting was called to order at 5:00 p.m. by Scanlan who welcomed all EB members to New Orleans and thanked them for their timely report submissions and their excellent work.

2. President's Report. Scanlan discussed the current state of AAASP interactions with other sport psychology organizations. She was pleased to report that interfacing with NASPSPA, NATA, ISSP has occurred. At this time, no official interaction has occurred with ACSM. Also, we now are up to date with the IRS and have our correct tax number. Thank you to Bill Straub for his efforts on this!!

Issues concerning AAASP insurance were discussed. It was reiterated that we have insurance that covers EB members and any one who is working on behalf of AAASP. However, the insurance does not cover individual consulting. Currently, Straub is having our insurance reevaluated. It also was noted that we cannot use USOC legal services, as we had hoped, because addressing issues related to consulting is not their area of expertise (they focus more on things like use of USOC name and logo). Sean McCaan is looking into this further and is trying to find out what APA can do for us. Overall, the consensus of EB members was that AAASP needs to look into options for insurance coverage (e.g., our current insurance company, other companies, APA, etc.). Additionally, Heil suggested that we may want to look into having an insurance policy tailored for CCs. We would not purchase the insurance, but have an appropriate policy that members could purchase individually. Some CCs may believe that they are covered by AAASP, and we need to educate them about what AAASP does and does not cover.

3. AAASP-USOC Partnership. Scanlan updated the EB members about the AAASP-USOC partnership. AAASP will continue to process CC, AAASP as we have been. The AAASP Secretary-Treasurer will provide the USOC with an up-to-date list of CC, AAASP who have paid their membership and CC dues. This list will be sent to the USOC shortly after the February 1 deadline for membership and CC dues, and then every two months the USOC will be sent an updated list. The USOC will ascertain whether Registry applicants are members of APA. It was reiterated that CC dues are to be paid annually. If a CC does not pay dues for a particular year, that person must pay the previously owed dues as well as the next year’s dues. Also discussed was USOC compensation to AAASP to pay for the increase in our workload (e.g., need to double check if dues are paid, send information to the USOC). Scanlan clarified that CCs already on the USOC Registry should not have to pay the additional processing fee. The EB members also discussed the need to provide some sort of CC, AAASP identification (e.g., a card). Krane will look into developing some sort of identification card for CC, AAASP.

Board Decision: A fee of $15 per CC will be charged. This fee will be paid to the USOC, who then will submit an annual payment to AAASP. This money will be used to cover the costs of processing the CC, AAASP information. There will be a one year pilot test of this process and at the end of the year AAASP will assess the income/outflow ratio.

Much discussion ensued as to whether AAASP should pursue cost sharing with the APA and USOC for the CC brochures we are in the process of producing. Since the Ethics Report was just received, EB members had not had time to read and consider it. Scanlan will create a subcommittee to review their report. The committee would like recertification guidelines to be voted on by the Fellows at the 1996 conference.

4. Ethics Committee Report. Scanlan expressed accolades to this committee; they are 2 years ahead of schedule!
EB: The Minutes

EB Minutes. Continued from Page 11.

Editors are rotating off of the staff. The new people will serve in this capacity for the next three years.

The EB considered the Certification Brochure. Many editorial suggestions were made, and further discussion ensued about some conceptual issues (e.g., use of the term “sport psychologist,” the special training needed to be a “sport” psychologist, CC dues, and individual liability insurance).

Board Decision: An alphabetical listing, by state, of all members will be included in the membership directory to assist those using it to find sport psychology assistance.

7. Adjournment. The EB adjourned at 8:45 p.m.

Tuesday, September 26

8. Call to Order. The meeting was called to order at 8:30 a.m. by Scanlan.

9. Student Representative’s Report. Walter handed out the Regional Student Representative’s job description and application that she developed. Discussion ensued about the activities of the Student Regional Representatives. It was agreed that the Regional Representative position provides an important opportunity for student involvement, and may help groom students for the future leadership positions in AAASP.

10. Certification Issue. Heil brought up the issue of whether CCs should have a vote on issues related to certification. Scanlan pointed out that the AAASP Constitution states that Fellows vote on these issues. Heil then proposed that Fellows and CCs vote on all certification issues. Williams provided a historical perspective of why the Fellows were selected to vote on certification issues. The EB discussed suggestions for including the CCs in the decision making process on certification issues.

Board Decision: An Advisory Board, consisting of CCs, to discuss certification issues will be developed.

ACTION: Heil and McCullagh will create a study group to develop and consider options for including the CCs in the consideration of issues regarding certification.

Other issues related to certification were addressed at this time: (1) The issue of people with a Master’s degree being certified was brought up and the EB concurred that this has already been addressed by several different committees and EB subcommittees—all of which decided that a Master’s degree was not sufficient to meet AAASP certification standards. (2) The issue of accreditation was discussed. This is a hot topic among student members, a faction of which want AAASP to reconsider the issue. Scanlan provided the historical context of this issue: it previously had been addressed by a committee, then the EB. Each suggested that it is not in the best interest of AAASP to pursue accreditation at this time. Further, it was noted that APA currently is reevaluating the effectiveness of its accreditation program.

11. President-Elect’s Report. McCullagh noted that Chairs for all committees have been selected. She also suggested that we need to consider reconvening the Mentoring Committee which was disestablished until the Tracking Committee completed its study (which is almost done). Scanlan also reiterated that McCullagh, and all future Presidents, should have a three to five year plan in mind when generating nominations for EB positions. Often people are asked to run for a position, but the timing is not good, yet they are interested in being considered in the future. There needs to be a record of individuals who will be interested in leadership positions in the future (and when they will be available).

12. Work Groups. (1) Organizational Outreach (Petlichkoff, Petitpas, and Widmeyer): This group discussed the current status of the brochures. (2) Graduate Tracking (Williams, Heil, Krane, and Walter): They reviewed the committee report. Krane, Heil, and Walter agreed to act as a subcommittee to review the final draft of the report which needs to incorporate the comments/suggestions of the committee and the qualitative data. Walter will provide a discussion of the data from a student perspective (due to Williams in two weeks).

Board Decision: Committee reports are to become technical reports, and will become part of the AAASP archives. The EB will review committee documents and recommend an appropriate outlet (e.g., journal, newsletter, technical report). Petlichkoff stated that she would like feedback on the “What is Sport Psychology” Brochure and noted major changes that were made in the recent draft. Scanlan stated that the Certification brochure was our top priority, then this brochure will be completed. She also stated that these brochures are major and important contributions to AAASP and thanked all of the individuals who were involved.

ACTION: McCullagh, Krane, and Petlichkoff will review the revision of the “What is Sport Psychology” brochure.

13. Diversity Committee Report. It was noted that the CE workshop by the diversity committee did not fill and was canceled. The EB felt this was unfortunate and spent considerable time discussing additional avenues for disseminating their message (e.g., an educational column in the Newsletter; integrating diversity issues into content within other sessions). EB members acknowledged that the impact of this committee is being seen (e.g., more conference programs addressing diversity issues).

The EB members also discussed the submitted Human Diversity Mission Statement. It was agreed that the EB needed clarification and input from the committee before any action can be taken concerning the statement.

14. 1997 Conference Report. McCullagh reported that the conference will be held at the Catamaran Hotel in San Diego, September 24-28, 1997. The banquet dinner will be on a cruise. McCullagh has a list of suggestions for negotiating and seeking conference sites that will be helpful for future President-Elects. She also suggested that in the future, we may want to consider having an outside group do the conference planning and negotiating. It was noted that Human Kinetics now provides this service. McCullagh will look into what is available from HKP.

15. Past President’s Report. Williams reported that the 1995 conference has the largest registration ever. So far, pre-registration is almost as high as the full conference registration in 1994. Williams also discussed the journal supplement for abstracts. Several concerns with procedures were noted as were suggestions to improve the process. It was acknowledged that this was an easy process once the abstracts were in the correct format. In the future, we do not need disk copies of the abstracts as long
as the authors use the correct format. In the Call for Abstracts, it should be stated that abstracts will be returned if they are not in the correct format. Also, it needs to be clarified that the long abstracts should be in a larger font (12 point) than the short abstracts (10 point). The issue of faxed abstracts was addressed at the spring EB meeting and further discussed here.

Board Decisions: (1) We will continue to use the journal supplement for conference abstracts. (2) The following process was agreed upon for abstract reviews: When abstracts first come in all professional issues are to be classified together, obvious themes will be clustered and developed (Widmeyer, as Senior Section Head, will do this), and non-thematic abstracts will be sent to the obvious section head for review. (3) All abstracts are to be postmarked by February 23, 1996 or be faxed no later than February 23rd (only from outside North America). A separate paragraph for our international guests, describing this process, needs to be added to the abstract instructions. (4) It was agreed also that we will not make any editorial changes in abstracts due to poor English in international submissions.

Williams also proposed several suggestions to increase the efficiency of putting together the program in the future. Specifically, she suggested that a standard format be adopted for the font size and type, and times of annual events (e.g., breakfasts, committee meetings, mastery run, etc.). Williams will provide Widmeyer, McCullagh, and Scanlan with copies of the disk version of the current conference program and Scanlan will send Widmeyer information about the meeting rooms (room size and name) prior to EB meeting.

Audio-visual equipment needs and concerns were discussed at length. It was noted that although in the past we’ve been flexible with the needs of presenters, AV costs are increasing. No longer are AV needs negotiable items with hotels. Also, it becomes very complex for us to arrange to meet all of the AV equipment requests (e.g., VCRs and televisions).

Board Decision: In the future, presenters at the conference will have to supply their own equipment if they are not using an overhead or slide projector. However, due to the special needs of CE workshop presenters, their AV requests will be considered individually, and, if possible, accommodated.

Williams noted that all conference sessions will be audio-taped this year. Many presenters did not return waiver forms, therefore, we have to find them and obtain signed waivers prior to their sessions. Typically, people who returned forms agreed to be taped. To ensure high quality tapes, presiders will need to remind presenters to speak into the microphone and repeat all questions from the audience.

Consideration also was given to the acceptance/rejection letters sent to people who submitted abstracts for review. A form letter indicating acceptance of a session was sent out by the Senior Section Head; this should occur within two weeks after the spring EB meeting. Letters indicating rejection of abstracts should go out at the same time, but from the individual Section Chairs.

Petipas stated that he revised the Senior Section Head duties and gave Widmeyer a copy of these procedures and additional suggestions for the future. He also suggested that the Senior Section Head should delegate more daily activities to others on the review committee to help them prepare to become the Senior Section Head. In the future, the Past-President should not have to be involved with the submission/review process.

Concerning conference evaluation forms, Scanlan suggested including them in the Newsletter, but concern was voiced that this would not be a good use of space. It was decided that we would place the conference evaluation forms at the registration desk and interested parties could complete them there.

16. Social Psychology Chair’s Report. Widmeyer noted that Shelley Weichman was the new student representative on this committee. A list of potential social psychology keynote speakers was reviewed and additional suggestions were sought.

17. Health Psychology Chair’s Report. Heil reported that Neville Owen, Deakin University, Australia, will be the 1996 Health Keynote speaker, and a symposium with Owen, David McQueen (Center for Disease Control), and David Russell (University of Otago, New Zealand), will also be on the program. Widmeyer suggested that before the invited speakers come in for our conference, we should try to tie them into speaking at US/Canadian universities. Heil also is working on promoting this conference and is trying to bring in several people interested in the health area. It was suggested that the Williamsburg conference be promoted to ACSM, medical societies, and sport medicine societies. Heil suggested that we should order extra Calls for Abstracts to accommodate the additional promotion of the conference.

18. Continuing Education Issues. Concern was voiced that the number of people accepted into each workshop had increased; a larger group for the workshops may reduce the quality of the experience. Also, Heil proposed a half day symposium aimed specifically at high school coaches that would be co-sponsored by the Virginia High School League and Virginia Amateur Sports. Scanlan noted that there were some logistical concerns that needed to be considered (e.g., size of the group of coaches and space availability). Scanlan and Heil will discuss this further at a later date.

19. 1996 Williamsburg Conference. Scanlan described a variety of events being considered for the conference and noted that golf and tennis are expensive in Williamsburg. Also, much to our advantage, Frostberg State University will be having an international sport psychology symposium around the time of the AAASP conference. Hence, many international sport psychologists will already be in the area and we could invite them to AAASP.

20. International Committee-DIS. Scanlan reiterated that an international guest does not have to be an invited speaker at the conference to be a Distinguished International Scholar (DIS), and vice versa, but when appropriate an individual can accomplish both. Discussion about the DIS description ensued. Some editorial comments were mentioned. More specifically, it was reiterated that DISs receive a one year honorary membership. The committee needs to review the vitae of two potential DISs. Because the committee is behind schedule, there was a slight deviation from the stated DIS selection procedures: rather than wait for the committee to propose DIS nominees to the EB, a subcommittee of the EB will review the vitae of the potential nominees and provide conditional approval. Thus the
Fellow Review Committee will give advance approval, then the International Committee will make the final decision.

21. Development Committee Report. Scanlan stated that Karen Cogan, Committee Chair, has done a phenomenal job getting this group organized and moving forward. Their first fund raiser is underway: the telephone card. This fund raiser does not cost AAASP anything; the only cost is to the members buying the card, who also receive the card benefits. It was noted that the phone rate is very good, but that users will not receive a statement every month (one can be purchased for $3). Discussion ensued about whether EB members should use the card, but this was left open for further consideration at this time. Krane will look into purchasing the card for EB members for AAASP use.

Walter and Cogan have put together an informational booklet on grant writing tips, which includes suggested publications for grant sources and other helpful information. This was developed for use in a conference workshop. Additionally, issues concerning conference exhibitors were discussed.

22. Research Grants. Widmeyer provided a handout that summarized all research grants awarded (1994-1995). He noted that Walter developed a form for evaluating grants that was helpful in the review process. Scanlan commented that applicants whose grants were rejected were told that they could request feedback (though no one asked for it). All feedback from the grant reviewers must be kept on file with the President. EB members also received Sandy Gordon’s unsolicited abstract and results that were sent to AAASP. The grant summary provided exemplary feedback on research grant activities. Widmeyer will revise the criteria for grant proposals that is provided to applicants.

23. Secretary-Treasurer’s Report. Krane reported that AAASP will be listed in the Physician and Sport Medicine listing of Sport Medicine Groups. She also discussed the budget development and suggestions were made to increase our ability to record and track expenses and income.

Several additional issues were discussed including (a) implementing a late fee for CC dues, (b) considerations related to AAASP student employees, and (c) whether AAASP should accept Visa/Mastercard payments for membership and conference registration for international members. Suggestions to help reduce AAASP operating costs also were generated and discussed.

Board Decisions: (1) A late fee of $10 will be assessed for CC dues received after February 1. (2) EB members who employ students for more than 600 hours a year should utilize their universities work study program for student workers when possible, and Krane will look into using 1099s and calling employees independent contractors. (3) AAASP will not accept credit card payments for membership and conference registration because of the added expense and work load.

24. NCAA—Update. Scanlan reported that the APA Division 47 has moved forward with communications with the NCAA concerning the role of sport psychologists on their own accord.

25. Adjournment. The EB adjourned for dinner from 9:00 p.m. to 11:00 p.m.

26. Reconvening of the EB. The EB reconvened at 11:00 p.m.

27. JASP Report. Scanlan reported that the transition of editor from Joan Duda to Bert Carron is complete and the new editorial board is in place except for a social psychology section editor.

ACTION: McCullagh will develop a rotation pattern for the Section Editor positions.

The EB discussed the gender balance of the journal editors; at this time, they are all males, and one position is still open. The importance of considering the gender balance in this, and other leadership positions, was discussed at length. Williams noted that we need to be cognizant of past history (i.e., that AAASP was previously male dominated), but currently AAASP is aware of, and sensitive to this issue and tries to balance all leadership positions among people of different gender, training, etc. Issues related to JASP finances were addressed: Krane will pay all JASP bills so that we do not have to address the currency exchange between Canada and the US. All bills will go to Carron for review, then he will forward them to Krane.

28. Business Meeting Agenda. Scanlan noted that we will be on a tight schedule for the Business Meeting, but we want to adhere to the one hour time limit.

29. EB Meeting Expenses. Widmeyer briefly addressed the expense to EB members of EB meetings. He noted that all expenses should be covered (i.e., it shouldn’t cost individuals to be on the board). In the future we may look into increasing the per diem; however, at this time it does not seem necessary. It was agreed that we especially will ensure that all meals for the Student Representative are paid by AAASP.

30. Adjournment. The EB adjourned at 1:30 a.m.

Sunday, October 1, 1995

Board Members Present: Penny McCullagh, President; Tara Scanlan, Past President; Jean Williams, former Past-President; Maureen Weiss, President-Elect; Christine Buntrock, Student Representative; John Heil, Health Psychology Chair; Vikki Krane, Secretary-Treasurer; Dale Pease, Publications Director; Al Petipas, former Intervention/Performance Enhancement Chair; Linda Petitchoff, former Publications Director; Susan Walter, former Student Representative; Neil Widmeyer, Social Psychology Chair. Bill Straub, Business Manager, was also present.

1. Call to Order. The meeting was called to order at 8:30 a.m. by McCullagh who welcomed all new EB members, and thanked Jean Williams for her remarkable work pulling together this conference.

2. Work groups. The following groups of people met: (1) former and new EB members (transition issues); (2) Section Heads and the Student Representative (conference abstract review procedures); (3) the Presidents (transition issues), and (4) McCullagh, Weiss, and Krane (budget issue).

3. President’s Report. McCullagh handed out an updated policy manual to all EB members and then discussed nominees for future EB positions.

4. NCAA Update. McCullagh reported that the NCAA was the primary topic at Sport Psychology Council meeting which focused on two primary issues: (1) that a sport psychologist who meets with athletes on the playing field is considered a coach and (2) a sport psychologist cannot work with professional and college athletes at the same time. The Sport Psychology Council is putting together a task force to address this issue.
5. Committee Updates. McCullagh reported that the International Committee approved the Selection of Individual Society (SIS). Laura Finch, Continuing Education Chair, will need to address: (a) the suggestion by some members to have CE workshops in the evenings during the conference, (b) reconsideration of the size of CE workshops, and (c) when a decision should be made concerning the cancellation of workshops. Mike Sachs, Diversity Committee Chair, was charged with making revisions to the recertification proposal within the next two weeks. Rich Gordin, Certification Committee Chair, requested that the CC meeting not be held at 7:00 a.m. Sunday morning as few attendees are able to attend. The Outreach Committee does not have a Chair yet. Other new committee members were noted: Shelly Weichman, Cindy Pemberton will join the Social Psychology Committee; Wes Sime will join the Health Psychology Committee; and, Diane Gill will be the Social Psychology Section Editor for JASP.

6. New Business. Heil requested two ad hoc committees to be added in Health Psychology. First, he requested a subcommittee to present an agenda for working more closely with athletic trainers. Heil and McCullagh will further discuss this issue later. Second, Heil requested a subcommittee to develop a proposal on sport critical incident debriefing services (for interventions following fatal and catastrophic incidents). It was suggested that this issue needed to be further developed; Heil was encouraged to put together a proposal and bring it back to the EB at the next meeting.

7. England Internship Program. Scanlan summarized her discussion with Dave Collins who wants to set up opportunities for people to gain internship experience in England with the ultimate goal being to have reciprocal certification and opportunities. The EB concurred that this would be a positive experience for students and professionals.

8. EB Reminder. McCullagh reminded EB members that (a) the spring EB meeting is paid for by AAASP, but requested that individuals seek inexpensive flights if possible, and (b) in the fall, AAASP pays expenses specific to the EB meeting only.

9. Budgetary Issues. McCullagh noted that we need to have greater accountability on all AAASP check books and accounts (i.e., Publications Office, JASP, and Business Manager). People responsible for these accounts must provide receipts for all expenses and keep accurate record of account balances at all times. We need to develop procedures to reimburse ground travel for people coming to the EB meeting by car.

10. Publications Issues. Pease noted that (a) he wants to add an Associate Editor to cover international relations, (b) he will need money up front in order to do business at his university, and (c) he will be going to Boise to work with Petlichkoff on the transition of the office. Concerning the Certification Brochure, Petlichkoff is making editorial changes and then the EB and Certification Committee will be asked to provide feedback. The completion goal is November 1.

11. Old Business. McCullagh stated that we need to consider restructuring the EB because the work load is overwhelming. This needs to be discussed at the spring EB meeting; all EB members were requested to develop ideas and present them at spring EB meeting.

12. Issues Concerning Exhibitors. EB members discussed issues related to exhibitors and "unofficial exhibitors" (i.e., those people who did not pay an exhibitor fee but are selling materials). It was suggested that we consider have a full conference fee, and a one day fee for exhibitors. EB members also discussed whether exhibitors should pay registration fees.

Board Decision: (1) A note will be added to acceptance letters for conference sessions indicating that fliers or reference lists are appropriate as handouts during sessions and that if individuals would like to sell materials, to contact an EB member about the exhibitor's fee. (2) If an exhibitor is primarily a book vender, not attending sessions, she/he will not pay the registration fee. However, if the vender is a professional and will be attending sessions, then she/he will be charged for conference registration and the exhibitor fee.

13. Adjournment. The meeting was adjourned at 11:30 a.m. □

**Video Review**

**Mental Readiness**

Reviewer: Susan M. Walter
Michigan State University

USA Gymnastics has prepared a series of videotapes which address physical, mental, and nutritional aspects of gymnastics for coaches and parents of youth gymnasts. The video reviewed focuses on the motivational climate for optimal athlete development and can be viewed independently of the other videos. In this 20 minute video, parents and coaches of youth gymnasts (ages 5-15) are the target audience; however, the sound, systematic advice provided can be beneficial for parents and coaches of participants in any youth sport program. Dr. Joan Duda, sport psychology consultant for USA Gymnastics women's program, is the commentator and Mary Lou Retton provides anecdotal support.

Initially, a brief overview of sport psychology and the role of sport psychology consultants is provided. Duda emphasizes the importance of developing athletes who are both physically and emotionally healthy. The rest of the video addresses how best to structure sport to create a positive motivational climate, to help athletes get the most of their experience, to help athletes enjoy sport, and to keep athletes healthy. Specifically, Duda details how to build a positive atmosphere for youth sport athletes. Four areas are identified as being important for creating a positive environment including fostering a positive body image, developing a strong self-esteem, emphasizing a sense of personal control, and emphasizing improvement and mastery. Retton draws on personal experience and adds her perspective for developing a positive environment where youth sport athletes can shine. Retton's comments are helpful; however, at times her responses do not always follow the material presented.

A strength of this video is the systematic approach in which each area identified as important to creating a positive atmosphere in youth sports is explored. Specific examples are provided for developing a youth sport environment which enables children to build a positive body image and strong self-esteem, to have a sense of personal control, and to experience mastery and improvement. An illustration of the

Video, Continued on Page 22.