

APA Division 15 Executive Committee Meeting

COMMITTEE REPORTS APA Convention (August 5, 2016)

Report	Offered by:
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President's Report	Nancy Perry
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Membership Committee	Yoon Jung Cho
Publications Committee	Sandra Graham
Program Committee	Michelle Buehl & Helenrose Fives
Graduate Student Affairs	Serena Shim & Sharon Zumbrunn
Early Career Educational Psychologists	Meca Williams-Johnson
Historian	Mei-Lin Chang
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Dissertation Awards Committee	April Taylor & David Wakefield
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Committee on International Relations	Dennis McInerney
APA Council of Representatives	Tim Curby
Board of Scientific Affairs	Steve Thoma
Coalition for Psychology in the Schools	Eric Anderman & Gale Sinatra

Note 1: Tan Shading indicates that no information was shared by committee/representative this time.

Note 2: Yellow highlights in the reports indicate issues that require EC's attention.

PRESIDENT'S REPORT (NANCY PERRY)

Since the AERA EC Meeting ...

- I have continued to work closely with the Meca Williams-Johnson, Chair of the Development of Early Career Psychologists Committee to support activities and initiatives for this group. Meca is an energetic leader. She is regularly hosting on-line meetings with members of this committee. They have worked collaboratively on a poster for the APA CECP session at the APA conference and will have members available at the APA Division Services Booth to welcome/recruit new members. They have also organized a program within the Div. 15 program for this group (see Appendix D in the Compiled Committee Reports). After APA, Ben Heddy will serve as Co-Chair of this Committee with Meca and Bonnie and I will nominate Meca for one of two openings on the APA Early Career Committee. It would be wonderful for the Division to have a voice concerning early career issues at this level.
- I worked with the GSA committee to prepare and submit an application for the APAGS Division of the Year Award. We were not successful, but I highly recommend we try again next year because I believe Division 15 is a leader among APA Divisions when it comes to supporting Graduate Students.
- I worked with the Chair of the International Committee to implement the International Student Research Award Protocol. A call for self and other nominations was circulated from late April through early June. The Committee received just one application and decided not to give the award this year. We discussed the possibility of including information about the award and allowing students to self-nominate when they submit proposals in the fall, as we did with the Student Poster Awards last year. This would likely increase the number of international students attending the conference and increase the pool eligible for the award.
- Michele Gill, Ji Hong and I finalized the transfer of Division investments to TIAA-CREF.
- I communicated with the Editor of EP and the current and incoming Chairs of the Publications Committee about the EC's desire to receive an annual report and budget for EP. She will submit a report before the Fall Retreat.
- Ji Hong and I worked with the Publications Committee to finalize plans for presenting the Outstanding Article from Educational Psychologist Award. It will be presented at our 2016 Business Meeting at APA.
- I worked with the Program Chairs to finalize plans for the conference. This included appointments to an ad hoc committee to adjudicate the Student Poster Award Nominations, making plans for the opening socials and the Pintrich, Snow, and Thorndike awards session. Sessions and socials at AERA and APA that involved catering continue to increase in cost. Recently, we have transferred funds from other line items and from the Presidential fund to cover surplus costs. The EC likely wants to monitor these increases.
- At our AERA Meeting, EC discussed options for honoring distinguished members of our Division and in our field who pass away. We agreed it was not possible to create an award for each individual. EC devised a plan to recognize luminaries by dedicating Dissertation Grants given in the year of their death to their memory. I worked with the Chairs of the Memorial Committee and the Dissertation Grants Committee to implement this memorial. This year, Dissertation Grants are given in memory of Jerome Bruner, Gavriel Salomon, and Claire Ellen Weinstein. This year it seems an unusual number of members have passed. The Memorial Committee has been working hard to reach out to families of the deceased and to make sure that tributes are equitable and appropriate. One initiative has been to create space on our web site for members to comment. Discussions about how best to handle tributes should continue.

- Finally, my blog series is almost complete. My goal was to solicit and publish a total of six posts. To date there are four with the fifth due at the end of July. I hope to secure one additional post for September.

TREASURER'S REPORT (MICHELE GILL)

- Summary: Division 15 continues to be in excellent financial standing. Per our most recent financial statement (reflecting our balances as of end of June 2016), we have substantial funds in both our checking and savings accounts. We had approximately \$333,862 in our checking account, \$250,464 in our money market account with Merrill Lynch, and approximately \$461,884 in our Vanguard account (soon to be our Tiaa-Cref account). That means our net assets and total liabilities amount to approximately 1.17 million as of June 2016. Our net income last year was \$82,871, which represents the highest net income for Division 15 since 2008. We continue to have a consistent and high level of income that is produced by division-sponsored publications, primarily *Educational Psychologist*.
- Updates:
 - 1) New Treasurer Roles: The transition to a new treasurer system has worked well. Dr. Carol Connor, will become the Treasurer at the conclusion of the APA 2016 convention. I will transition into the role of Past Treasurer. The new Treasurer-Elect will take over Dr. Connor's responsibilities of reimbursements for division-related expenditures at that time as well.
 - 2) Accountants: There has been some personnel changes in the accounting office, which has resulted in delayed financial reports being sent to the divisions.
 - 3) Budget for 2017: Considerations for 2017 budget: Something to consider is to budget to save a portion of our income each year. Note: An updated copy of the running budget, voting record, and other financial documents can be found in our Division 15 Google Drive folder under "Financial Documents." Also, I recommend we reconsider the proportion of our budget going to various outlets in line with our spending priorities. Do we want to keep things as they are, increase certain areas, or focus on building up our investment fund for an eventual endowment?
- Recommendations:
 - 1) I recommend that all EC members review our 2016 budget allocations in detail, including the comments "hidden" in the corners of certain cells (noticeable by a colored, shaded triangle) in advance of the fall EC meeting. Make note of items you want to change, keeping our spending priorities document in mind as you go through the budget. That way, you can expedite the budget portion of the fall EC meeting.
 - 2) We will need to inform our committee chairs and liaisons to seek reimbursement through the new Treasurer-Elect that starts at the conclusion of APA.

SECRETARY'S REPORT (JI HONG)

- The approved Bylaws are in the process of being updated to APA central.
- Harris updated P&P based on EC's approval and suggestions, and the most updated version of the P&P is now posted on our website.

- There has been increasing number of e-vote items, and I appreciate EC’s prompt responses to complete e-vote. The following electronic votes were recorded since 2016 AERA EC meeting, and all of the items were approved by EC (in a chronological order):
 - Approving AERA EC meeting minutes
 - Award option for the Outstanding Article Award from Educational Psychologist. EC voted for the certificate option.
 - Approving Thorndike Award recipient, Dr. Edward Haertel
 - Approving the Webinars Committee Chair appointed by the President, instead of being taken by the Past-President
 - Approving Memorial Award recipient, Dr. Jerome Bruner
 - Approving Memorial Award recipient, Dr. Clair Ellen Weinstein
 - Approving to reallocate the funds not spent at AERA and from program co-chairs operating budget to cover this year’s food expenses at APA socials and the EC meeting
 - Approving the official name and layout of the Outstanding Article Award from Educational Psychologist
 - Approving the Dissertation Grant Naming procedure change
 - Approving Committee Chairs appointed by the President-Elect

COMMUNICATION REPORT (WADE GEORGE)

- Membership:
2016 has proven to be another strong year for Division 15. We’re currently on pace to exceed last 2015’s enrollment, and we’ve expanded the reach of our messaging dramatically via social media growth.

A few membership benchmarks are as follows:

- We ended 2014 with 2104 members (a 16-year high)
- We ended 2015 with 2004 members (a slight down year, though expectedly so given our inability to push new registration in the PR environment created by the Hoffman report)
- As of our most recent roster from APA (circa July 1), we have 1891 members. However, in each of the last two years, we’ve seen membership jump by roughly 150 members following the APA Convention. Furthermore, we recently promoted a high-impact webinar free to Division 15 members in tandem with a link to join for a free first year. As such, it seems realistic to assume that we’ll end comfortably past the 2,000 member mark—likely somewhere in the 2050 range. This would place us above 2015’s mark, and just under our modern-era high in 2014 (though it’s not out of the question we’ll still exceed even that).

Moving Forward:

I’m planning to work with APA’s Division Services office to streamline the enrollment process for new members. Currently, the only way to register is to create a “MyAPA” account and follow a long (and somewhat confusing) registration path including checkouts for \$0.00. If we can expedite the process for new recruits and then give them a compelling 2017, we should see both short- and long-term growth. We should, however, expect continued churn on these “trial” memberships. However, retaining even 30% represents a huge financial and community gain for us—and, in the interim, we’re increasing awareness for the organization.

- Communication Channel Updates:
 - *Social Media*: On July 1, 2016 the Executive Committee received a copy of my Quarterly Metrics report. As this report will show, we've experienced consistent growth throughout our Facebook, Twitter, and LinkedIn profiles. We also maintain a Google+ page, but solely for search engine purposes (as this channel receives very little engagement). At the moment, we have over 7,800 combined connections via all of the aforementioned channels. It's very likely we'll reach the 10,000 mark in 2017.
 - *Psychology Today*: Under the Editorship of Robert Klassen and Sarah Kiefer—and with leadership from President Nancy Perry via her Presidential Series—our *Psychology Today* blog is on track to hit its highest readership of all time in 2016. Notably, our older posts continue to draw significant amounts of traffic. Tim Curby's 2014 post, for instance, currently has 14,255 views. For comparison among other publications, only three *Educational Psychologist* articles have exceeded this number of online views.
 - *The Weekly Digest*: We continue to hear overwhelmingly positive feedback about this once-per-week mailing; some members have even cited it as their favorite perk of affiliation. During 2016, we've worked to further refine the aesthetics of mailings and the content we share. We have an extraordinarily high "open rate" for non-profit mailings—about 40% most weeks (compared to industry averages of 20%). And, we have a huge number of people who open the email *multiple times* each week, signaling that they're giving it a quick glance and then returning later to revisit content.
 - *Webinars*: As of this report, we've secured roughly 250 enrollees for our first webinar of 2016, which will feature Eric Anderman and be moderated by Matthew Irvin. Notably, we managed the vast majority of these registrations within the first few days of the event being announced. As such, it seems we've tapped into a much-desired service for our members. And, pending feedback after the event concludes, **we should strongly consider implementing a regular webinar schedule each year. I recommend that webinars be made free to our members, but that we implement a means of verifying said membership as required for registration.**
 - *Job Board*: This outlet has a tremendous amount of traffic each month (often as much—or more—than our main website). In recent quarters, however, we've seen a slight downtrend in volume of posts. **If one (or more) members of the Exec. Committee would be willing to forward new ed psych job listings that they receive by email via other organizations' LISTSERVs, it would be very helpful.**
 - *New Initiatives*: I have been developing the infrastructure for a few new initiatives, which I will pitch in the coming months. More details on these soon.
- Additional Information: For the sake of brevity, I have touched only on channels and work with notable updates not shared in my AERA report. For additional information—spanning day-to-day activities and the website—please contact me at wade.george@apadiv15.org.

NOMINATIONS COMMITTEE (KAREN HARRIS)

- The Nominations Committee members worked hard this year to reach out to the Division 15 membership and solicit recommendations and nominations, and then followed up with perspective nominees to ensure that they were willing to run. The hard work of the members of this committee, Judith Meece and Patricia Alexander, is greatly appreciated. The following slate was submitted to APA Central on time; those elected are also indicated below:

- Nominees were (***) indicates the winner)

PRESIDENT-ELECT

Karen Murphy (withdrew prior to election due to recent acceptance of editorship)

Michael Nussbaum ***

TREASURER-ELECT

Beverly Faircloth ***

Sharon Zumbrunn

DIVISION REPRESENTATIVE TO APA COUNCIL EXECUTIVE COMMITTEE

Avi Kaplan ***

Panayiota Kendeou

Scott Marley

- While the Nominations Committee has no major issues or voting matters to report to the EC, there is one minor issue that we would like to note in terms of next year's nominations process in case of any confusion this coming year. APA Central at first wrote back asking if we actually meant to have a Treasurer-Elect on the ballot (although we had a Treasurer-Elect on last year's ballot), and suggested that election for this office should be handled by the Division. The person handling elections for APA was not familiar with this office. However, APA Central did then clarify that indeed this office belongs on the APA managed ballot.

FELLOWS COMMITTEE (CYNTHIA HUDLEY)

- No new business to report.

MEMBERSHIP COMMITTEE (YOON JUNG CHO)

- Report was not submitted.

PUBLICATIONS COMMITTEE (SANDRA GRAHAM)

- Report was not submitted.

PROGRAM COMMITTEE (MICHELLE BUEHL & HELENROSE FIVES)

- 2016 APA Theme: "Insights emerge with the exchange of new ideas"
- 2016 Division 15 Theme: Bridging Theory and Practice through Productive Partnerships

- Budget**

The Executive Committee allocated \$11,400 to the 2016 Program Committee. This budget included funds for operating expenses (used by previous PCs to pay for hourly assistants with the review process), Division 15 events at AERA (executive meeting and joint social), and events at APA (2 socials and executive meeting).

Allocations	Original	Actual Cost*	+/-
Operating	1,200	(400.00)	+800.00

GA Program Assistant		(200.00)	
Video Assistant		(200.00)	
AERA	3,200	(1659.12)	+1,540.88
EC lunch		(675.12)	
Div 15/C Social		(984.00)	
APA Social Hours	6,000	(8618.62) *	-2,618.62*
Opening (est 70)		(2,951.12) *	
Closing (est 100)		(5,667.50) *	
APA Exec Meeting	1,000	(225.83) *	+774.17*
Totals	11,400	11,088.62 *	+496.43*
Program Costs Covered by Presidential Funds			
Poster Boards for Opening Social	450.00		
Lunch for Poster Committee	210.00		
* indicates ESTIMATED funds based on review of menus and tax/service fees included.			

▪ **Recommendations for Future/EC Action Items:**

- **Authorize program chairs to reallocate funds within their overall budget.** The continual need for the program chairs to go to the president who must then call for a vote of the Executive Committee about changes in the allocation of funds within the Program Committee Budget makes this role *untenable* for anyone who actually has a full time job and life. It is unfair to ask people to do this kind of service and then micromanage every budgetary decision made. **At the very least the program chairs should have the authority to move funds around within the overall program budget without requesting permission from the EC.** For instance we “saved” \$1,540.88 from the amount budgeted for events at AERA. However, we could use that money at APA without a vote from the Executive Committee? Why? This limits the program chair's ability to make sound fiscal decisions and encourages them to spend up to the limit for the “allocated” costs regardless of whether or not this is the best decision for the program given the changing contexts. Additionally, having to wait until a vote has been conducted delays the process of placing the catering orders during the summer months and caused an “emergency” situation for the treasurer to deal with so that payments could be made to the hotels in advance of the conference. This also led to charges to fedex the checks from APA.

- **Increase program committee budget for APA events.** The current allocation for the program committee to spend on events at APA is \$7,000 (this is for 2 socials-\$3,000 each and 1 executive committee meeting-\$1,000). The budget for APA/AERA events needs to be increased for future years and this should be done on an annual basis. The location of the conference is not the only factor of increasing costs. There are larger economic forces at play like inflation that the EC must recognize and account for in all future budgets. **We recommend that the EC increase the program committee's APA meeting budget to \$9,160** see estimates below. But please note - the full budget should be given to the program chairs to cover these assorted costs as best they can given the circumstances they face in any given year.

- \$4,000 socials
- 500 snacks for EC
- 210 lunch for poster award evaluation committee (7 x \$30)
- 450 for poster boards at opening social (if choose to continue)

- **APA Socials.** Current funds allocated will not support two *nice* socials at APA organized through the APA convention hotels, given hotel costs and the number of people who attend. Note the recommended budget increase above will still not allow for two *nice* socials if both are held at APA hotels. We have two options for the **president** to consider.

- Return to hosting one social, following the business meeting.
OR
- If two socials are desired then consider holding the first/opening OFF SITE - perhaps joining with the Grad Seminar Social - and do one big opening social for all Division 15 people. This could save money and consolidate activities so members do not have as many potential conflicts.

▪ **Program Updates**

- **Program Changes.** Approximately 9 accepted poster presenters withdrew from the conference, with most of them noting lack of funds for travel to the conference.
- **Featured Sessions.** Several sessions were identified as featured sessions for the conference (bulleted below). In particular, Wade George requested that the program chairs find or volunteer to video record these sessions for our website. Wade will send a video camera and materials to facilitate this process. In the past, the program chairs have done this task. We have found students to cover some of these events and plan to offer them a small stipend (\$200) their efforts, from our operating costs. We estimated \$20/hour for 10 hours to include time in sessions, set up, and uploading/sending videos to Wade.
 - Bridging Theory in Practice through Productive Partnerships, Friday, 9am-10:50am
 - Division 15 Awardee Addresses (Pintrich, Snow, and Thorndike Awards) Saturday, 10am-11:50pm
 - Presidential Address, Saturday. 4pm-4:50pm
 - Bridging Theory and Practice - Teaching Research Methods and Educational Psychology, Sunday, 9am-10:50am

▪ **2016 Outstanding Student Poster Award Updates**

- 11 posters were selected as nominees for the 2016 Division 15 Outstanding Poster Award, including one high school student.
- 2 withdrew due to not attending the conference due to funding.
- A committee of 5 Division 15 members has been appointed to review the posters and select two recipients at APA 2016.
- Advanced materials (poster slides and proposals) were received from nominees and sent to the committee in mid-July.

- **Recommendations for Future/EC Action Item**
 - **Decide on the title of the award and eligibility requirements.** The published information refers to this to award as a “Student Poster Award” and as a “Graduate Student Poster Award.” This year we had a high school student who submitted to APA 2016 and was selected as a nominee. This could happen in the future and or a college undergraduate or master’s student could submit. The EC needs to make a decision on the eligibility criteria, is this award intended only for doctoral student? If so, then this needs to be clear in future calls for the award. However, there are good reasons to consider leaving this open for students at all levels.
- **AERA Division 15 Activities**
 - Program Chair Responsibilities at AERA include arranging a space for the executive committee meeting and arranging a social for members (if president decides to do this). We were given a budget of \$3,200 for the “EC meeting at AERA” which was too include any social events. We spent a total of \$1,659.12 on the EC meeting, with lunch, and a joint social with Division C.
 - **Social.** Division 15 contributed \$984.00 to the AERA Division C opening social. This was approximately 1/7 of the total cost of the event. Specifically, we paid for a portion of the food costs. The event was well attended and everyone seemed to have a good time. We had free membership forms and Division 15 stickers available. That evening we gathered 15 new memberships. Division C is open to more of this kind of collaboration in the future.
 - **Recommendation for the future/EC Action Item.** If Division 15 would like to continue with similar joint events, then the EC should allocate a larger budget for a shared contribution. This year Division C had extra monies set aside to have similar nice events we may need to contribute more in the future. We recommend budgeting \$3,500.
 - **Executive Committee Meeting.** The EC meeting was held in a Private Dining room at Casa Luca, a restaurant near the convention center. The room fee to have a room through AERA was quoted to us as \$600 for just the space. Wifi and other amenities would have been additional costs. By moving the meeting off site we were able to serve lunch and wifi was included in the costs. The cost for this meeting was \$675.12.
 - Please note, reserving space through AERA does not (will not) alleviate any potential conflicts of individual presentations with this meeting. Meeting members are not listed in the AERA program or system therefore there is no way to avoid potential conflicts of EC members AERA presentations with the EC meeting if both are scheduled during the convention hours. This year the meeting was scheduled for the first day of the conference before sessions began. In years past (for many years) the meeting was held in the evening (after 6 pm) to avoid this concern.
 - This year EC members needed to change their travel plans to accommodate this meeting.
 - **Recommendation for the future:** We strongly suggest that the EC decide on the meeting time at the Fall retreat and communicate this to the program chairs by December 1st. If future program chairs choose to use the AERA venues, the early bird registration for AERA space is around December 15th.

GRADUATE STUDENT AFFAIRS COMMITTEE (SERENA SHIM & SHARON ZUMBRUNN)

- No new business to report.

EARLY CAREER EDUCATIONAL PSYCHOLOGISTS (MECA WILLIAMS-JOHNSON)

- Members of the EPC committee have been actively engaged in organizing activities for EPC members of Division 15. The chair of the committee, Meca Williams-Johnson arranged monthly meetings for the group to create, discuss and prepare events that would spark interest, provide mentorship and engage conversation. Toward that end the committee member have accomplished the following tasks:
 1. created a poster for presentation at the EPC session is scheduled for **Saturday August 6th from 2:00-2:50** in the convention center exhibit hall. We have also coordinated with Wade George who created flyers highlighting EPC sessions, to distribute during the conference.
 2. organized a luncheon for EPC members who were previous mentees in the graduate student seminar and are scheduled to present at this year's APA conference. These mentees are new assistant professors, post-docs and or preparing to graduate in the upcoming months. The Luncheon is schedule for **August 6th 11:30-1:30** and will be held at OSTERIA MARCO, 1453 Larimer St in Denver [303-534-5855](tel:303-534-5855). This is an invitation only event and we anticipate about 15 people for the luncheon.
 3. agreed to co-sponsor an event with the graduate committee and promote early career psychologists. **8/5 2:00 - 4:00 Writing for Publication: Conversations with Productive Scholars (location to be determined). Susan Nolen, Robert Klassen, Sandra Graham and possibly Judith Meece.** The members decided to split the cost, thus supporting financially and physically supporting by attending the session and finding others to attend the session as well.
 4. volunteered to work at the conference booth to hand out flyers and discuss DIV 15 with interested conference attendees. Sara Abercrombie, Benjamin Heddy and Meca Williams-Johnson will serve as booth volunteers during the conference. Michelle Buehl and Wade George will assign times and notify each volunteer.
 5. listed new committee members to recruit for the EPC committee. We have 3 members rolling off the committee in August and the members are sincerely interested in getting others to consider joining the committee and activate the base. The nominated persons will be sent to Bonnie Meyers who will follow-up with an email to each person and gather their interest.
 6. registered to participate in the Webinar scheduled for **July 26th 12:00 EST**, <http://edpsych.us/D15Webinar>. We also suggested registering and watching with others.
 7. welcomed Ben Heddy will agreed to serve as Co-chair the committee with Meca starting in August. We also welcomed one new recruit Melissa Ray, at Penn State who will also serve as a member.

* See Appendix D for Early Career Committee Schedule.

HISTORIAN (MEI-LIN CHANG)

- Report was not submitted.

FINANCE COMMITTEE (TERRI THORKILDSEN)

- The Finance Committee is responsible for monitoring the long-term investments of Division 15 and advising the Executive Committee on matters related to the fiscal sustainability and advancement of the division. Given that Division 15 works as a 501(c)3 organization responsible for its own sustainability, the Finance Committee will not address issues with the annual operating budget. Rather this committee will monitor and advise the Executive Committee on those tasks needed to ensure the longevity of Division 15. These procedures were conducted using by-laws and governance steps required by Division 15 and APA Central.

- Starting in 2013, because the Executive Committee and former treasurers were not satisfied with the return on the Division's Vanguard investment account, and members of past and current Executive Committees would like to support organizations that sponsor education, we decided in 2014 to move funds to a company that was more in keeping with our educational values. Having met with financial advisors at TIAA-CREF at that time, we learned that the failure to have strong spending and investment policies in place would prove to be a barrier to any sort of financial investing beyond the level of simple, interest-bearing accounts. With the help of financial advisors at TIAA-CREF who have since retired, we crafted and worked through the levels of approval at Division and APA Central levels to build three regulatory documents, a Spending Policy, an Investment Policy, and a Conflict of Interest Policy. While in these conversations, it was clear that members of Division 15 had an overly inflated understanding of the Division's assets and did not understand the tenuous nature of our income. We basically spend considerably more annually than we take in from dues, and royalties offer the bulk of our income. As royalties wax and wane, the Division's assets also wax and wane. Thus, the Finance Committee was formed to ensure that we pay attention to the long-term longevity of the Division, leaving the Executive Committee and members of the Treasurer team to manage the budget and taxes.
- Since April of 2016, the Finance Committee has worked with APA Central, our TIAA-CREF representative, and one another to move our long-term investment fund to TIAA-CREF. On May 12, 2016, we received word that our funds had been transferred from Vanguard to TIAA-CREF and that Holly Suwannakam of APA Central's financial division would receive the formal password and sign-in information so that we might be able to monitor our account. Thinking that it is best to have the elected Treasurer aware of this information, we have charged Michele Gill with tracking down the sign-in information and making sure that APA Central corrects their report of where our funds are situated to reflect this change.
- **Future plans:** We would like to work together to build a plan for where possible donors might submit funds to Division 15 should they decide to do so. As part of this process, we will want to make sure that we set up rules for who can donate that are consistent with the APA Central and Division 15 financial rules and regulations. (E.g., to ensure that only Division members donate and that any donated funds have no strings attached and/or any strings that might be attached are fully vetted by the Division's Executive Committee members.) Those of us who are in attendance at APA's August meeting with work to meet to share ideas face-to-face. We may also have to revisit the committee composition as we acquire a full Treasurer force starting at the 2017 meeting.

DIVISION 15 INTERNATIONAL COMMITTEE (DENNIS MCINERNEY)

- The International Committee reports that good progress was made on the proposal for an International Student Research Award. Division 15 EC approved the proposal. Terms of reference for the award were established, as well as a call sent out for interested students presenting papers at the forthcoming APA conference to nominate for the award.
- The following call went out to all overseas members:

APA Division 15 Overseas Members,

This year, in preparation for the 2016 APA Convention (Denver, CO) we're pleased to announce

our first International Student Research Award. Please see the attached call for details; all nominations are due by June 4, 2016 (5:00 PM Eastern Standard Time).

This award—available only to those who are studying at programs outside North America— will recognize outstanding scholarship from a student-led presentation as part of the Division 15 program. A total of \$1,000 will be awarded, and is intended to defray international travel costs accrued while attending and presenting at the APA convention.

If you or a student you know is eligible for this award, please see the attached call on how to nominate work for consideration. Please also note that, while Division 15 membership is required for eligibility, we are currently offering a free first year for new enrollees (found [here](#)).

Those with questions may contact Dennis McInerney (Dennis.McInerney@acu.edu.au) for more details.

- A copy of the brochure advertising the criteria and time-line is attached (See Appendix A)

WEBINARS COMMITTEE (KAREN HARRIS)

- A Webinars Committee report was submitted in March of 2016. The current report summarizes the accomplishments of the Webinars Committee at this time. By action of the EC, in 2016 the Webinars Committee became a standing committee rather than an ad hoc committee. This change was based on the success of Division 15's first ever professional webinar offered to members, "Navigating the Academic Writing Process." Designed and organized by Ellen Usher and Serena Shim as Chairs of the Graduate Student Affairs Committee in consultation with the International Committee, the event featured short presentations and a Q&A session with Avi Kaplan and Anastasia Kitsantas. Approximately 200 people attended. A feedback survey regarding this webinar was posted here: https://docs.google.com/spreadsheets/d/1GsWE1Mm_7j57Uc0EBdLAvEzxt4-4r0EogwK_HXPNoc/edit?usp=sharing. The Ad-hoc Webinars Committee was a Presidential initiative during Harris' term. Given the success of this initial webinar, and at the recommendation of Usher and Shim and the International Committee, the EC decided to *broaden the membership of the committee and charged the Webinars Committee to plan a series of webinars for next year targeted across our membership, including, but not limited to, international members, early career faculty, and graduate students.*
- Members of the Webinars Committee at this time are: Karen Harris (Chair), Kelly Allen (Ad-hoc International Committee), Wade George (Director of Communications), Matt Irvin (Incoming Co-Chair of the GSA Committee), Avi Kaplan (served last year as a member of the Graduate Student Affairs Committee), Anastasia Kitsantas (served last year as a member of the Graduate Student Affairs Committee), Meca Williams-Johnson (Chair, Development of Early Career Educational Psychologists) and Aman Yadav (Early Career Research Grants Committee). This membership provides for broad representation of Division 15. **The EC may wish to consider the future membership of this committee, including adding a student member (adding a student member can also be done at the discretion of the incoming President in discussion with the committee chair).** The Webinars Committee formed two subcommittees this year, one to solicit and brainstorm ideas for potential topics and speakers, which all members provided input to and which included a posting on Facebook soliciting ideas (Led by Allen, with Irvin and Yadav) and one to serve as support for the scheduling and broadcasting of webinars (Led by George, with Kaplan, Kitsantas,

and Harris). The result of the work of these subcommittees is a list of potential speaker that we can continue to add to as well as careful consideration of broadcasting and managing the webinars, including consideration of how international members could attend as much as possible, given time zone issues. The Webinars Committee also produced a set of guidelines for the planning and conduct of future webinars, which was submitted to the EC and is attached here. The EC did not have time to discuss this document at its meeting in April, and may wish to discuss it now. (See Appendix B)

- We decided to use APA's webinar broadcasting capabilities for the next webinar based on our experiences last year, which limited our selection of dates and times somewhat. However, the difficulties encountered in finding and managing a different option for the initial webinar led to the recommendation to work through APA. The webinar will be recorded by APA's Division Services office as part of the webinar's underlying technology. APA Central can manage approximately 1,000 attendees. With 1 moderator and 1-2 speakers/panelists, the beginning cost is \$230. This price increases by \$10 per 50 participants. Harris committed funds to the webinars budget and at this time there are sufficient funds to cover these costs for the next webinar. George reported to President Perry that he could probably accommodate one additional such webinar from his \$300 "Working Budget" as well, if needed. The Webinars Committee plans to offer one more webinar in late 2016 or early 2017 as well as one next spring or summer. The EC may want to discuss future funding of webinars if the currently planned webinars go well. Harris may be able to commit additional funds to the Webinars Committee before the end of her Past-Presidency as well.
- APA allows one hour for the webinar, as well as 15 minutes before the official start time to set up/check equipment, and 15 minutes after it ends in case things run slightly long. In order to make the webinar more accessible to international members and those unable to attend at the time of the webinar, we are videotaping the webinar and if the videotaping is successful, we will make it available on our website or otherwise (George will distribute this information via our social media). A feedback survey will be distributed again after the webinar. George is managing the videotaping (the APA video will be edited before posting by George) and plans to place it on YouTube within 2-3 weeks of the broadcast. The EC may want to discuss whether or not this videotape should be accessible only to members or to anyone; this has not been discussed by the Webinars Committee nor have any complications this might create. In addition, as approved by the EC, the initial webinar and the first webinar this year were offered for free to our members. The Webinar Committee recommends that the next several webinars also be offered at no cost to members in order to build attendance and to serve as a recruitment tool for the Division; the EC may want to discuss this as well. The Webinars Committee intends to plan another webinar to be offered this winter as well as one to be offered next spring or summer.
- The Webinars Committee also decided to make the first webinar for this year an inaugural presentation in a series of webinars related to how educational psychologists, educators, and policymakers can use theory and research to address challenges and keep ourselves relevant, current, and collaborative. ***While we intend to continue this as a line of presentations over the next couple of years, we do not intend for this to be the only webinar topic.*** We intend for each webinar in this series to have the tag line: *Keeping Educational Psychology Relevant in the 21st Century*. The following information was sent to Division 15 members and/or posted on our social media:

Division 15 is pleased to announce a special upcoming webinar: *Keeping Educational Psychology Relevant in the 21st Century: The Case for Motivation*, led by Dr. Eric Anderman (The Ohio State University) and moderated by Dr. Matthew Irvin (University of South Carolina). The event—which is completely free to members—**will be held online July 26th at 12:00 EST and will last roughly one hour.**

Education is at a crossroads. In recent years, educators have become particularly focused on topics such as standardized testing, online learning, and academic standards. And yet—despite both its relevance and importance—educational psychology is often absent from the table as important decisions are being made.

In this webinar, we will explore some of the challenges posed to our field and discuss strategies that we can use to reaffirm our role in the preparation and professional development of educators. Research from the study of academic motivation will be used as exemplars.

Registration is now open, though space is limited and we encourage interested members to reserve their spot as soon as possible, here: <http://edpsych.us/D15Webinar>

- The hard work of all members of the Webinars Committee is greatly appreciated. Anastasia Kitsantas has agreed to President-Elect Meyer’s invitation to begin serving as Chair of the Webinars Committee after the 2016 APA meeting, as Harris’ term as Chair will end at that time. President-Elect Meyer will announce committee membership for next year; several members have agreed to continue to serve. Under Kitsantas’ leadership, the committee will continue planning webinars for 2016-2017 and beyond as appropriate, with feedback and input from the EC.

THORNDIKE AWARD COMMITTEE (TIM URDAN)

- The Thorndike Award Committee (me as chair, Julie Turner, Lynn Corno, Ellen Mandinach, Rich Shavelson, David Berliner, and Robert Klassen (ex officio) selected Edward Haertel as the recipient of the 2017 award.

SNOW AWARD COMMITTEE (ANDREW ELLIOT)

- No new business to report.

EARLY CAREER RESEARCH GRANT COMMITTEE (AMAN YADAV)

- No new business to report.

DISSERTATION AWARDS COMMITTEE (APRIL TAYLOR & DAVID WAKEFIELD)

- **Dissertation Award Committee Report:** The selection committee for the Dissertation Award has completed review of the 2016 Dissertation Award applications. In total the committee received eleven (11) submissions for this year’s competition. Including the Co-Chairs, members of the selection committee this year are: John Hagen, University of Michigan; Angela O’Donnell, Rutgers University; Jennifer Fredricks, Connecticut College; Alysia Roehrig, Florida State University; Francesca Lopez, University of Arizona; Ron Astor, University of Southern California; and Robert Klassen, The University of York.
- The 2016 awardee is:
 - **Greg Trevors**
 - Dissertation Title: Controversial science knowledge: A multi-study examination of how epistemic cognition and emotions relate to the ways we learn science

- **Dissertation Research Grant Committee Report:** The selection committee for the Dissertation Research Grant has is finished reviewing submissions for the 2016 Award nominees. In total the committee received eight (8) submissions for this year’s competition. Including the Co-Chairs, members of the selection committee this year are: John Hagen, University of Michigan; Angela O’Donnell, Rutgers University; Jennifer Fredricks, Connecticut College; Alysia Roehrig, Florida State University; Francesca Lopez, University of Arizona; Ron Astor, University of Southern California; and Robert Klassen, The University of York
- Two nominees are:
 - **Amanda Baker:** Epistemic Profiles, Dissonance Negotiation, and Perspective Transformation in Postsecondary Service-Learning
 - **Alexander Browman:** Promoting Multiple Pathways to Financial Stability: Improving Educational Outcomes by Addressing the Psychological Needs of Underachieving High School Students from Low-Socioeconomic Status Backgrounds

MEMORIAL WARDS (TERRI THORKILDSEN)

- This has been a busy year for our committee. In the April meeting of Division 15 at AERA, the EC decided that the Dissertation Grants should be named in honor of our Memorial Award Recipients. The initial plan was to change the names of the grants, but with the developments across the year, the EC has had to revisit that decision. Working closely with April Taylor and David Wakefield from the Dissertation Grants Committee, we have reached the agreement that all dissertation grants will be awarded in honor of these luminaries without changing the formal name of the grant, but offering this level of acknowledgement to our newly deceased members at the APA business meeting and in our letters announcing the award. The Division will make no changes in the number of grants awarded or in the dollar amount offered to those who applied for the grants.
- Below are details on the status of each award recipient. We will honor all members at the APA meeting, but are still working on how that will occur. We have also deliberated on the best way to build the website for each honoree, given that the time allotted at the Business meeting cannot possibly do justice to the contributions of these outstanding members. We will communicate at the Business meeting at APA and on our social outlets that the contributions of each recipient acknowledged more deeply on the website(s) being developed.

Honoree	Tribute/Dissemination Strategy	EC approval of the award
Gavriel Solomon (unanimous approval by the committee)	Crafted and posted online. We have a second tribute that is being crafted by Riki Goldman to add to this page and have requested additional responses from the membership.	Approved at the April meeting by unanimous vote Family Accepted , July 14, 2016 Thorkildsen will deliver the tribute.
Jerome Bruner (unanimous approval by the committee)	Public tribute disseminated by major media outlets and other organizations, Division 15-specific tributes to be finished by the business meeting at APA. Riki Goldman and Courtney Cazden will be writing about different aspects of Bruner’s life. We also have received several responses from our general request that will be summarized for Bruner’s page.	Approved unanimously using an online vote. Family Accepted , July 14, 2016 Not sure who will be delivering the short tribute at this point—Goldman and Cazden are both considering their ability to attend the APA meeting. If neither can attend, Thorkildsen will do the honors.
Clare Ellen Weinstein	Public tribute disseminated by other organizations. Division 15-specific tributes	Approved unanimously using an online vote.

(unanimous approval by the committee)	are under construction by those who nominated Clare Ellen for the award. We also have received several responses from our general request that will be summarized for Weinstein's page.	Family Accepted , July 14, 2016 Members of Clare Ellen's network are likely to be at the meeting, still waiting for news on who will do the honors at the business meeting, but most likely Thorkildsen will handle the tribute.
Honoree	Tribute/Dissemination Strategy	EC approval of the award
William Rhower (not formally nominated at this point.)	Tribute has been crafted for Division 15 members and the drafters of this are considering whether they would like to make a formal nomination.	No need yet for Executive Committee involvement.

- Attached (See Appendix C) is the template used to inform family members of this award. This is intended as a start and not the end of such a letter and may be edited as needed by those responsible for informing families of this award. It is not likely, but the committee should be aware that some families may not want to accept this award on behalf of their loved ones and be ready to receive such a decline graciously.
- Future plans.** After the August meeting of the APA, members of the committee will work together with Communications Director Wade George to think about how to best depict all Memorial Award honorees in a fair and equitable manner. We will also talk about how to acknowledge the Division members whose families and/or colleagues do not wish to be considered for such an award and/or whose contributions do not meet the requirements for the Memorial Award. At this time, we will also discuss the purpose for this award and think more deeply about how to honor all our deceased members. We would welcome advice from the EC on how they envision building fair and equitable tributes to our membership as well as strengthening the procedures for aligning awards with one another. The EC has agreed to take up further discussion of the means of honoring or Memorial Awards recipients, given the difficulties encountered with naming the Dissertation Grants for recipients this year, at the 2016 Fall Retreat. The EC will stay in close communication with the Memorial Awards Committee.

MEDIA EDITORIAL BOARD (SHARON TETTEGAH)

- Report was not submitted.

PSYCHOLOGY TODAY (ROBERT KLASSEN)

- Report was not submitted.

BOARD OF EDUCATIONAL AFFAIRS (BARBARA MCCOMBS)

- Report was not submitted.

COMMITTEE ON INTERNATIONAL RELATIONS (DENNIS MCINERNEY)

- Report was not submitted.

APA COUNCIL OF REPRESENTATIVES (TIM CURBY)

- No new business to report.

BOARD OF SCIENTIFIC AFFAIRS (STEVE THOMA)

- Minutes of the March 2015 meeting indicate a focus on these issues:
 1. The Data Sharing Initiative is making the rounds (note this is the draft I sent you in April for the AERA meeting) and has now gone through multiple drafts. It was determined to share the draft with NIH agencies and members of Congress. Additionally the draft should be shared with outlets such as Nature, Science, and the Monitor for publicity. Making data available to other researchers seems to have support and will continue to be pushed within APA.
 2. Many agenda items centered around the notion of the integrity of science and what should be done within psychology. Discussed were topics:
 - a) informing the public about the nature of scientific research and making sure psychology is included when the discussion is more generic/multi-disciplinary, etc.
 - b) structural changes to journal procedures:
 1. developing registries for study protocols. Researchers would submit proposal and associated protocols and if accepted the study would be published regardless of results. The notion of replicability of psy studies seemed to be of general concern in this and other discussion.
 2. similarly, clinical trials could be registered in advance and the data published with or without statistically significant results.
 3. This issue will be addressed in more detail in upcoming meetings (see below).
- Issues and reports from the 4/1-3/16 meeting.
 1. Report on changes to the Ethics Code in order to clarify the roles of Psychologists when participating in national security interrogations.
 2. Report on the current status of the Data Sharing Initiative. The current draft seems to have been well received and is being discussed by an APA Working group. For your information the members of the group are: **Members of the working group were John P. Capitanio (University of California, Davis), Suzanne Corkin (Massachusetts Institute of Technology), Jennifer Crocker (Ohio State University), Geraldine Downey (Columbia University), Martin Iguchi (Georgetown University), Janine Jennings (Wake Forest University), Leah Light (Pitzer College), Robert Proctor (Purdue University), Michael Ross (University of Minnesota), Saul Shiffman (University of Pittsburgh), Linda P. Spear (Binghamton University), Barbara Stanley (Columbia University), Vivian Ota Wang, Frank C. Worrell (University of California, Berkeley), and Sheldon Zedeck (University of California, Berkeley).*
Other APA governance group members who reviewed and provided comments were Allyson J. Bennett (University of Wisconsin, Madison), James DuBois (Washington University in Saint Louis), Cheryl King (University of Michigan), Kenneth Leising (Texas Christian University), Wendy Lynch (University of Virginia), Barton Palmer (University of California, San Diego), and Mark Reilly (Central Michigan University).
 The working group will make recommendations this year.
- A new prize for Interdisciplinary research was announced in February and nominations are due this month. The prize recognizes an interdisciplinary research team that included one or more psychological scientists in major roles and has produced significant scientific results. The team selected will receive a \$5000 prize to help support their research. The award highlights APA's interest in supporting work of this nature.

- The committee reviewed a report from the Committee on Psychological Test and Assessments (CPTA). In it were topics such as:
 - a). Test Security –a statement is being developed
 - b). Initiatives sponsored by Division 5.
 - i. A new journal on qualitative psychology
 - ii. ongoing developments of the SCORE newsletter and new website
 - c). Review of proposed standards for educational evaluation (proposed by the Joint Committee for the Standards for Educational Evaluation (JCSEE)).
 - d). Status of the guidelines for test user qualifications (in collaboration with the Board of Professional Affairs, Board of Scientific Affairs and the Committee on Ethnic Minority Affairs. A draft document entitled: *Recommended Competencies for Users of Psychological Tests* is being circulated for comments.
 - e) A draft of a brochure entitled: *Using Translated/Adapted Measurement Scales Internationally*, is being circulated for comments.

- The report submitted by the Committee on Human Research was discussed. This report features the findings of the Reproducibility project. Here are the key points: *CHR members noted that the mere fact that the scientists involved in the project were successful in replicating only a relatively small number of the original studies is not an unequivocal denouncement of the credibility of psychological science. Furthermore, using physical science (chemistry/physics) model to measure replicability of studies, ignores the role of complex interactions between individual, biological, social, and environmental factors in understanding behavioral, cognitive, and psychological phenomena. Given that replication is the bedrock of science, research funding agencies should be encouraged to fund such studies and stop focusing singularly on cutting-edge and innovative research, especially in clinical science. The Committee determined that the Open Science movement that is rapidly gaining momentum provides the framework and infrastructure to better define replicability, and to better understand contexts and reasons for failure to replicate.*

In addition the major findings from the TOP report were presented (Transparency and Openness Promotion). TOP guidelines include: *CHR members commended the comprehensive nature of the TOP Guidelines, and agreed that it would serve as a useful tool to promoting a more transparent and open culture in science. After reviewing the eight transparency standards, which focus on (1) Citation; (2) Data; (3) Analytic methods (Code); (4) Research materials; (5) Design and analysis; (6) Pre-registration of studies; (7) Preregistration of analysis plans; and, (8) Replication, respectively, and the three increasingly stringent levels at which each of the standards may be implemented, CHR determined that adopting or endorsing the TOP Guidelines in its entirety was premature at this time. Noting the tremendous culture shift and training requirements that many of these requirements would entail, and more importantly the lack of infrastructure at APA to support the requirements, CHR decided to recommend that APA endorse the least onerous Level 1 of the TOP Guidelines, with the understanding that the requirements would be gradually phased in over the next few years.*

Also discussed was the notion of Pre-registration of clinical trials as a condition for submission to relevant APA Journals. *Key points include: The Committee was in support of pre-registration of studies, in principle, and recommended that APA encourage the practice, rather than making it mandatory, at this time.*

Note too the discussion on peer review given the need to review the pre-registered proposals as well as the finished studies

Dr. Palmer remarked that at a time when journal editors were already having difficulty in getting reviewers for papers submitted to their journals, implementing pre-registration as policy would be extremely unfeasible given that there would be a phenomenal increase in numbers of reviewers that would be needed to review studies submitted for pre-registration. Member Cheryl King concurred with Dr. Palmer and also noted that peer review was a much bigger system and academic culture issue particularly for early career psychologists. Annual effort documentation and tenure and promotion decisions seldom, if ever, take service to the field into consideration. No time is allocated for such service and junior scholars are expected to focus solely on research and teaching. Dr. Palmer suggested that perhaps one way to change the academic culture would be to predicate publishing in a particular journal on willingness to serve as a reviewer for x% of papers for that journal. Such service should also be promoted as every researchers' obligation as a good citizen of the scientific community.

- Also discussed were:
 - a. issues surrounding training in psychology –topics and delivery.
 - b. Clinical panels to support greater clarity about health issues such as depression, obesity, and PTSD
 - c. A lot on animal research—in particular whether to support the Society for Neuroscience's initiatives (being criticized by PETA). I got the sense that APA is a bit concerned about the strident nature of SfN's ads and statements (as an aside the Committee on Animal Research and Ethics (CARE) is also discussion data sharing).

COALITION FOR PSYCHOLOGY IN SCHOOLS (ERIC ANDERMAN & GALE SINATRA)

- The Coalition met in Washington DC from June 3-5, 2016. Gale Sinatra attended her first meeting as Division 15 representative, and Eric Anderman continues to serve as Division 15 representative and as Chair of the Coalition. Current projects include the following:
 - Dissemination of Top 20 Principles from Psychology for Pre-K to 12 Teaching
 - Including translations to Spanish, Chinese, Slovenian, and Turkish
 - Top 20 Badges project – schools throughout the United States will be able to apply for badges, acknowledging evidence of use of principles grounded in educational psychology
 - Academic Caring and Adolescence Online Module: development of a module that will be aimed at middle school and high school teachers; content and videos are in development.
 - Parent brochure on how to evaluate preschool programs based on empirical psychological research
 - Golden Psi Award – given annually to schools that demonstrate the implementation of psychologically sound practices in the education of youth. 2016 winner was Kennedy High School in Cedar Rapids, Iowa.
- Next meeting is scheduled for the first week in December; the Coalition also will meet at the APA conference in August.

Appendix A:

APA Division 15 - Educational Psychology

2016 International Student Research Award

Division 15 is pleased to invite students at overseas universities to apply for the International Student Research Award. A total of \$1,000 will be awarded to one international student to defray travel costs to attend and present at the APA convention.

Eligibility Criteria:

To be considered for this award, an applicant must:

1. be a student member of Division 15 (you may enroll for your first year of membership free, [here](#));
2. have an accepted, first-authored presentation in Division 15 at the APA convention;
3. attend the APA convention to receive the monetary award;
4. be studying at an overseas university (not in North America);
5. be a citizen of a country not in North America;
6. submit a 2000-word proposal, which is an expanded version of the APA convention proposal.

Evaluation:

1. The 2000-words proposal will be reviewed by the judging panel consisting of members of the Division 15 International Committee.
2. The 2000-word proposal should be considered by the judging panel to be potentially publishable in a top-tier educational psychology (or related) journal.

Deadline and Submission Process:

1. The deadline for the 2016 International Student Research Award is June 4, 2016 by 5:00 PM Eastern Standard Time.
2. Submit the 2000-words proposal to Dennis McInerney via email at Dennis.McInerney@acu.edu.au.
3. In the subject line, please include the text "International Student Research Award."
4. For answers to any questions, please contact Dennis McInerney via email at Dennis.McInerney@acu.edu.au.

Appendix B:

Webinar Planning

By Avi Kaplan, Anastasia Kitsantas, & Wade George

This document provides general guidelines and tips for preparing a webinar for the Division 15 community. These guidelines are drawn based on common best practice in webinar design, as well as on the experience of past Division 15 webinar presenters. The document will continue to evolve to incorporate the accumulating wisdom of presenters.

Guidelines and Tips for Moderators

(1) **Consider the webinar's concept and goals.** In light of the Division 15 audience, the length of the webinar, and its format, what would be an appropriate "concept" for the webinar? What would be its particular goals? The concept should be coherent, feasible, relevant, and enticing for the particular audience (think in terms of audience-centered concept and goals). Deciding on the concept relatively early is important as it guides decisions about number and characteristics of presenters and about the nature of activities in the webinar.

(2) **Decide on the number of presenters.** Division 15 is charged by number of presenters. In addition, having many voices and screens adds confusion. In light of the concept of the webinar, consider a balance between the optimal and minimal number of moderators and presenters.

(3) **Discuss the roles of the presenters.** Discuss the concept and goals of the webinar with the presenters, and decide, collaboratively, on their distinct and complementary roles. What would each presenter emphasize? How would the emphases build on each other? Presenters should be responsible (only) for designing their presentation as defined in their role, producing their visual aid (e.g., PowerPoint slides), attending practice sessions, and presenting. Avoid overburdening the presenters with other duties.

(4) **Discuss the format with the presenters.** Interrelated with concept of the webinars and the presenters' roles, discuss the format of the webinar that would promote its goals. Some issues to consider: (a) Sequence of presentations and activities; (b) nature of webinar activities; (c) process of generating, collecting, and fielding questions from audience; (d) preparatory activities (e.g., advertising the webinar, proposing reading materials, etc.).

(5) **Moderating the webinar.** When opening the webinar, thank attendees for coming; provide a brief introduction to Division 15; provide a brief introduction to the webinar, its concept, and its format; and introduce the speakers. Moderate the webinar according to the format decided with the presenters (e.g., moderate questions). Monitor time and progress along with the plan and intervene to facilitate appropriate time management. Monitor inappropriate activities by audience (or presenters) and intervene if necessary. At the conclusion of the program, thank the presenters and then the audience, indicate the availability of materials (e.g., recordings, slides), indicate that everyone will receive a feedback survey, and encourage people to provide constructive feedback to help continue providing relevant future webinars.

(6) **Logistics and technology.** Wade will be responsible for creating the webinar's call (e.g., create a one minute video to describe what members and friends of the Division will learn in the

webinar and distribute it through social media) circulating and promoting the call, and disseminating follow-up materials (such as the slides, links, and the post-event survey).

Guidelines and Tips for Presenters

(1) **Craft concept and goals.** In light of the Division 15 audience, the length of the webinar, and its format, what would be an appropriate "concept" for the webinar (think "audience-centered")? What would be its particular goals? Discuss the concept and goals with the moderator and other presenters. Collaboratively, create a short, coherent, feasible, and enticing blurb that describes this concept and goals.

(2) **Discuss your role as presenter.** In light of the concept and goals of the webinar, discuss with the moderator and other presenters your distinct and complementary role in the webinar. What would you focus on and emphasize? How would your emphasis link to the goals and build on the other presenters' emphases?

(3) **Incorporate audience-centered activities.** Particularly in light of the "talking heads" format, consider incorporating appropriate brief activities for the audience (e.g., reflecting on a question, relating content to personal experiences and goals) that would allow them time to process the information, relate it to their prior knowledge, and make it relevance to their personal experiences and goals. This is likely to enhance audience learning and motivation.

(3) **Use features for audience interaction.** The online framework allows some audience interaction, such as "hand-raising" or "chat". Discuss with the moderator and other presenters the possibility and format of using these features, if appropriate.

(4) **Use best practice for designing visual aids.** Create a visual aid (e.g., PowerPoint, Prezi) that avoids the pitfalls of presenter-centered presentations (e.g., "death-by-powerpoint" - <http://tedxtalks.ted.com/video/How-to-avoid-Death-By-PowerPoin%20>) and employs audience-centered best practice design features (e.g., Assertion-Evidence format; http://writing.engr.psu.edu/assertion_evidence.html; download the Assertion-Evidence template for slide design here: http://www.writing.engr.psu.edu/AE_presentation_template.ppt). Consider designing a single audio-visual aid with the other presenters to avoid the need to switch between screens, devices, or files.

(5) **Practice.** Practice your presentation, alone, and with the other presenters. Create a script which will serve as your "compass" to stay on topic and avoid repetition. In addition, you will attend a practice session with Wade, the moderator, and the other presenters to test the technology.

(6) **Plan for Q & A.** Address audience questions. Plan to provide the moderator with a few questions to stimulate conversation among the audience. Use audience polls.

Guidelines regarding Technology

- **Pre-Event:** Once we confirm a date with APA Central, we'll receive a registration link that we can disseminate via LISTSERV, social media, and The Weekly Digest. Wade will design a complementary PDF call (outlining details about the event, and embedding the aforementioned registration link). Distribute a one minute video describing the event.

- **Event:** The event will be broadcast through WebEx, as provided by APA Central. They'll offer full support during the webinar itself, and we'll have as much pre-event practice time as needed to ensure the group is comfortable with this technology.
- **Post-Event:** After the webinar is concluded, Wade will send a follow-up survey asking attendees about their experience (as well as soliciting any other details deemed appropriate by the group). We'll also send the group a copy of the PPT slides—unless host(s) prefer we don't—and other materials/links as mentioned by speakers.

Guidelines regarding Timeline

- Because APA Central is managing the technology, we're likely going to be restrained to hosting during business hours (though we can verify if needed). However, this creates an 8-9 hour window that should still offer reasonable access for those interested in attending.
- Recommend a minimum of 2x practice sessions before the event. As noted in preparations for the first webinar, getting everyone comfortable with the technology can take some time. We're hoping APA's involvement alleviates this burden, but there's no guarantee until we've tested a few times.
- Recommend that all broadcasting team members convene in the meeting room 20-30 minutes before the event begins. This allows for any last-minute troubleshooting on cameras/microphones, and ensures we're in place for the event to go live on time.
- We're going to be limited to 1-1.5 hours of webinar time. 1 hour should be a good length.
- Regarding specific dates/times, we'll need to convene with the other committee members and their speakers to coordinate.

Appendix C:

Placed on current Division 15 stationary

Date

Dear (Name of the family member/award nominator),

We are writing on behalf of the membership of the American Psychological Association's (APA) Division 15 with what we hope will be comforting news during this sad time. Having learned about the death of XXX, members of our Division crafted a nomination for our organization's Memorial Award. The Division 15 Memorial Awards Committee and the Division 15 Executive Committee have voted unanimously to bestow this honor on Dr. XX to show our collective gratitude for all the outstanding contributions he/she has offered to our field and our organization.

We are also writing you at this time to say thank you for supporting Dr. XX's leadership and inspiration to our Division as well as to the field of educational psychology. Our award recognizes those individuals who were especially influential during their lifetime to the field of educational psychology and to Division 15 in particular. And, we realize that such effort would not be possible without the support of family members. Thank you!

When making this honor public, we will be distributing two dissertation grants at APA's annual meeting and dedicating these awards in honor of our Memorial Award Recipients. At that time, we will present a short, 3-5-minute description of Dr. XX's contributions to the field. Of course, such a short tribute cannot convey the full extent of Dr. XX's contributions. Therefore, members of Division 15 will also build a memorial tribute to Dr. XX on our Division's website. Given Dr. XX's enduring

commitment to the promotion of strong scholars and outstanding scholarship, our Division members thought this would be an ideal way to honor Dr. XX's legacy.

Some family members are interested in hearing the tributes offered in honor of their loved ones and we welcome your attendance at the Division 15 Business Meeting if you would like to do so. The timeline for this is very short, but our Business Meeting will be held on <date, time, place>. Afterwards, there will be a social hour where you could meet members of Division 15. And, if you are interested in seeing more about the scholarship of the Division, you are welcome to attend other sessions during the conference <link to the online version of the program>. We would be delighted to spend time with you should you decide to attend. Just let us know your plans.

Thank you again, for all the support you have offered Dr. XX over the years as he/she worked hard for our Division and the field of educational psychology.

Sincerely,

Members of the Memorial Awards Committee of Division 15

Appendix D:

Early Career Committee Schedule

Discussion: Advice to New Scholars on Scholarship, Teaching, and Service
Thursday, August 4 - 3:00 to 3:50 PM
Convention Center Room 603

Special Social Hour Honoring Committees, Award Winners, & New Scholars
Thursday, August 4 - 4:00 to 6:50 PM
Hyatt Regency Denver Hotel Centennial Ballroom H

Bridging Theory and Practice Through Productive Partnerships
Friday, August 5 – 9:00 to 10:50AM
Convention Center Mile High Ballroom 2C

Research Mentoring Program (**invite only**)
Friday, August 5 – 12:00pm-to-2:00pm
Exhibition Hall ABC of the Convention Center

Writing for Publication: Conversations with Productive Scholars (Featuring Susan Nolan, Robert Klassen, & Sandra Graham)
Friday, August 5 - 2:00 to 4:00 PM
Location TBD

Graduate Student Breakfast With Thorndike Career Achievement Award Recipient
Saturday, August 6 - 8:00 to 8:50 AM
Hyatt Regency Denver Hotel Agate Room

Division 15 Awardee Addresses

Saturday, August 6 - 10:00 to 11:50 AM
 Convention Center Mile High Ballroom 3B

Early career luncheon August 6th 11:30-1:30 will be held at OSTERIA MARCO, 1453 Larimer St in Denver [303-534-5855](tel:303-534-5855).

Presidential Address: Karen Harris
 Saturday, August 6 - 4:00 to 4:50 AM
 Sheraton Denver Hotel & Plaza Ballroom E

Division 15 Business Meeting
 Saturday, August 6 - 5:00 to 5:50 AM
 Sheraton Denver Hotel & Plaza Ballroom E

Official Division 15 Social Hour
 Saturday, August 6 - 6:00 to 8:50 PM
 Sheraton Denver Hotel Plaza Ballroom E

Bridging Theory and Practice - Teaching Research Methods and Educational Psychology
 Sunday, August 7 - 9:00 to 10:50 AM
 Convention Center Room 404

Appendix E.

Dear Nancy, Karen, Bonnie, and Ji,

There is a proposal Paul Schutz and I would like to put in front of the EC concerning Claire Ellen. I will be attended APA and would like to take 10 min. of the executive committees very over extended time to discuss this matter, if you believe that would be appropriate.

Paul and I request the EC re-name the Graduate Student Seminar the Claire Ellen Weinstein Annual Graduate Student Seminar. I know this is controversial as the purpose of the memorial award is to prevent the need to rename every event and award for those we have lost.

We believe this is a special case. As the founding co-chairs of the grad seminar we can attest to the critical roll Claire Ellen played in the creation of the seminar. During her presidency, she initiated, mentored, and fought for the seminar - even providing her own money (\$3000.00) to ensure it was a success. Frankly the seminar would not exist if not for her. Over the past 25 years (since 1998) the seminar has provided mentorship to over 300 students. Most of my generation of scholars who have served in leadership positions in Div. 15 participated in the seminar. Of course we would argue that her work, devotion to the division and outstanding mentorship would qualify her for a named award, but we understand that this can be said of so many we have lost. It is her role as the founder of the event that we think justifies the re-naming of the seminar

Thank you for considering the request. I hope that we have the opportunity to make this request formally to the EC.

Thank you,
 Jenefer Husman

Hi Jenefer,

Thanks for your proposal. I asked the members of the Div.'s EC that you included in this email thread for some initial reaction and we suggest the following as a way to move forward. Could you craft a formal letter/proposal for naming the Graduate Seminar after Claire Ellen and submit to the EC through Ji. She will distribute the letter ahead of the APA EC meeting, giving the EC time ahead of the conference to consider the proposal and be prepared to discuss at our APA meeting. If we need a more time than what is available at the APA meeting, we can push the item forward to our Fall Retreat agenda.

We feel it would be better to make the request in writing and in advance of the conference, rather than having you present at the meeting. Our reasoning has to do with the brevity of our meeting at APA and the length of the agenda already. Also we think the time for discussion could more productively be used if EC members have a chance to consider the issue ahead of time.

In summary, we would welcome a written proposal and will make sure the item is added to our agenda at APA and that you get feedback following the conference about whether a decision has been made or the item pushed to the Fall Retreat for a more detailed discussion. N.