

**APA Division 15: Educational Psychology  
Executive Committee Meeting Agenda  
April, 8, 2015 1:30 – 4:30  
Casa Luca, Washington DC**

Submitted by: Ji Hong (Secretary)

**Board Members Present:** Nancy Perry (President), Bonnie Meyer (President-elect), Karen Harris (Past-President), Michele Gill (Treasurer), Carol Connor (Treasurer-elect), Tim Curby (Representative to APA Council), Robert Klassen (Member-at-Large), Cynthia Hudley (Member-at-Large), DeLeon Gray (Member-at-Large), Ji Hong (Secretary)

- Agenda approval: Perry provided an overview of the agenda. Harris moved, Klassen seconded, and all EC members unanimously voted to approve the agenda without further discussions.
- Committee report approval: Perry provided an overview of the compiled committee report. Curby moved, Gill seconded, and all EC members unanimously voted to approve the compiled committee report.

**1. Information Items:**

- a. CODAPAR collaborative website (<http://infoaboutkids.org/>) was launched on March 9<sup>th</sup> (See the committee report and Appendix B in the report for more detailed info). Harris commented that although it is not an immediate issue, we might need to attend to the website maintenance fee in future. Last year, when our division participated the CODAPR grant, Harris contributed \$500 from her presidential fund to support cost associated with website launching. Our division is not obligated to provide ongoing financial support, but the CODAPAR grant does not provide ongoing funding for web maintenance either. It was generally agreed that if (or for as long as) the Division deems the website is meaningful (i.e., we have an interest in its content going forward), we likely want/need to contribute to its sustainability. Contributing financially to its maintenance was discussed, but no decision was made, since the CODAPAR group has not made a formal request and is still in discussions about how this will work themselves. Hudley asked what the cost to maintain the website might be. Harris responded that CODAPAR is also discussing this issue, however at this point neither a projected cost nor concrete plan has been developed. **Action Step:** Harris will continue to be part of the CODAPAR project's sustainability conversations and will report to the Div. 15 EC.
- b. APA Council - Hoffman Report: Curby reported that the council launched task forces to discuss and resolve various issues such as human rights, health, and ethics, which is related to Hoffman report.

- c. Bylaws change vote result: All seven items were approved by the membership vote. Harris has been working on updating the P&P to reflect these changes.  
**Action Step:** Hong will work with Perry to update Bylaws accordingly and to report to APA central.
- d. At the fall retreat, EC voted to pursue option 1 for investment (Portfolio 2, which is most likely to exceed long-term inflation by a moderate margin and has a high to moderate degree of risk) presented by the finance committee. Perry added that currently the finance committee is waiting for the approval from APA central.  
**Action Step:** Gill will check with both finance committee and APA regarding this progress and report back to EC.
- e. At the fall retreat, EC agreed on award criteria for the international student travel award. Perry and Hong further developed the call for “The International Student Research Award” (tentative title), and Perry is working on its implementation with International Committee. **Action Step:** Perry will continue to communicate with the International Committee on this.
- f. At the fall retreat, EC raised the need to further discuss three related issues: i) roles and responsibilities of the Historian, ii) how to synchronize and transfer APA archives with/to our own google drive, and iii) future plan for website hosting and file transfer. **Action Step:** Perry, George, Chang (New Historian), and Hong will meet on-line after AERA to discuss this.
- g. The EC also discussed the need to have stronger leadership on the Development of Early Career Psychologists Committee and more activities/initiatives for this group. Meca Williams-Johnson is the new Chair of this committee. She and Perry are meeting with the Program and GSA Co-Chairs at AERA to discuss our Early Career Programming at APA and Early Career and GSA Collaborations. For this year:
  - i. The Program Co-Chairs have organized a panel session for new scholars, “Advice to New Scholars on Scholarship, Teaching, and Service”
  - ii. Williams-Johnson and Perry responded to a call to participate in a poster in session sponsored by the APA Committee on Early Career Psychologists (CECP). The session is for divisions to highlight their early career initiatives/activities/supports.
  - iii. Early career folk will be invited to join the GSA breakfast with the Thorndike recipient.
  - iv. Early career folk will be encouraged to attend the opening social and be recognized there.
  - v. Williams-Johnson is aware that she has a budget of \$2000 to support Early Career activities/initiatives.
  - vi. Williams-Johnson has joined the Ad hoc Webinar Committee.
- h. The Co-Chairs of the GSA Committee and Perry are preparing an application for the APAGS Division of the Year Award. The award recognizes an APA Division for superior performance in promoting graduate student development, involvement. The award includes a \$1000 grant to support enhancements in

supports for graduate students. EC collectively thinks that our division is very active in supporting graduate student development (e.g., Webinar, graduate student seminar, dissertation award, dissertation grant, graduate student outstanding poster award, international student research award, and first year free membership...etc.). **Action Step:** Perry and GSA Co-Chairs will submit the application, which is due on May 4<sup>th</sup>, and discuss how to use the grant if we are awarded it.

- i. Taylor & Francis is interested in publishing practitioner-oriented books. In relation to this, EC had discussed two issues at the fall retreat: i) we need to identify key authors who can write practitioner-oriented books; and ii) it is important to develop an innovative packaging (e.g., edited series, modules, on-line materials) that will appeal to a practitioner audience. No specific progress has been made yet, however, two new members were appointed to the Publications Committee who might be willing to lead this initiative. **Action Step:** Perry will continue to communicate with the publications committee regarding this initiative.
- j. Conference Program Updates: Following from discussions at our retreat and with the Program Co-Chairs:
  - i. EC discussed the possibility of reducing award talk hours. The decision for this year is to hold all awards talks in the same 2-hour session. The timing will be such that the Thorndike recipient has the last 50 min., which is equal to the time they have had traditionally.
  - ii. Program co-chairs suggested offering lunch to the Evaluation Committee for the Graduate Student Poster Awards so that they can have their deliberations over lunch, however EC was not in favor of this due to the budget constraints and fairness across committees. Perry has offered to cover the lunch expenses for this committee from her Presidential Fund.
  - iii. Two sessions focus on this year's Presidential theme: Bridging Theory and Practice. One session presents examples of productive research-practice partnerships and the other focuses on teaching research and educational psychology.
  - iv. Our opening social will include a display of nominated posters for the Graduate Student Poster Awards. Committee Chairs and Members as well as Early Career Scholars and Graduate students will be recognized.
  - v. We were invited and accepted the invitation to co-host a reception with Division C at the AERA conference this year. George has prepared a set of promotional materials (e.g., membership forms and pens with our logo) that were distributed at the social. This effort affords an opportunity for recruitment and aligns with our goal of connecting/collaborating with groups having similar interests. Perry clarified that our commitment to this joint social is only for this year, and it costs \$1,000, which is lower than hosting a separate social for

Division 15. Barbara Greene from Div. C expressed interest in continuing this collaboration in future years.

- k. Nomination committee: Harris updated that one of the president-elect candidates withdrew, which leaves us one candidate for the president-elect position. The ballot will be prepared to add write-in section for the president-elect position.

## 2. Short Discussion Items

- a. Treasurer's report (Gill) – Please see the compiled committee report: Gill reviewed the budget report.
  - i. Discussion 1: Gill emphasized the need to be consistent and strategic about budget spending based on our mission and vision, given the uncertainty of the future budget. Most of the division income comes from Taylor & Francis, which is a 5-year contract that started last year. It is uncertain if we will be able to maintain the same-level contract with Taylor & Francis in future. Given this uncertain future budget, EC discussed various options and scenarios to handle and maintain division budget for the long-term. At this point, the general consensus was that we need to begin saving up while we have the contract with Taylor & Francis, and continue to discuss this. **Action Step:** Hong will add this item in the Fall Retreat agenda.
  - ii. Discussion 2: Harris noted that we might need a guideline to follow for both EP editors and Handbook editors, so that the editors can report their income and expenses to EC. **Action Step:** Perry will communicate with the EP editor and Publications Committee Chair regarding submitting the 2017 budget to EC.
  - iii. Discussion 3: Klassen noted that the early career grant fluctuated, and Gill responded it is because only two recipients were selected last year. Gill added that the budget for early career grant is something that can be increased based on their statuses/needs. **Action Step:** Perry will communicate with the early career grant committee on this.
- b. Procedure to get approval from EC: In the past, the practice of Committee Chairs getting the approval of the EC before publicizing awards/recognition/appointments has been inconsistently applied. We need to clarify with Chairs which committee decisions need to have EC's approval/vote. Once EC agrees on this, we need to make sure the wording in the P&P is clear, and to notify Chairs of each committee to highlight this protocol. Similarly, the President's appointment of committee chairs needs the 2/3rds approval of the EC. And the full slate of committee members should be shared with the EC as soon as they are finalized. Recently, Presidents have been seeking approval of committee chairs after the appointments are made, which makes practical sense, but means the person has already accepted the role before the EC votes. How would this be handled if, for some reason, the EC did not approve an appointment? Harris added that the previous P&P was incorrect in this procedure description. Perry proposed the following steps, and EC agreed: (1) President approaches to the potential candidate, (2) President communicates with EC to get their input for the potential candidates as well as alternative candidates, and (3) based on the EC's input,

President confirms the nomination. **Action Step:** Perry will work on the change of wording on this committee chair nomination process. Based on Perry's input, Harris will update P&P to reflect this change and to clarify which committee needs to follow this procedure.

- c. Article Award from Educational Psychologist: This is the first year the Pub Committee implemented this award. Nolen and her colleagues' article was selected this year (Nolen, S.B., Horn, I.S., & Ward, C.J. (2015). Situating motivation *Educational Psychologist*, 50, 234-247). Now we need to consider the details for announcing and presenting this award: Where will the recipient be recognized each year (e.g., at our business meeting, at the EP Editorial Board meeting—note this typically takes place at AERA)? Should the recipient get a plaque/certificate, as is the custom with other awards/recognitions (e.g., Is this at the level of the Pintrich, Snow, Memorial awards, or at the level of the Student Poster or International Student awards)? Where and when should the award be announced (e.g., NEP, EP, social media)? Harris asked if we could give a medal or glass trophy for this award. Perry asked when the best time would be to present this award - at the APA business meeting along with other awards or at the EP board meeting at AERA. Harris commented that since the award recipient is likely to attend AERA and EP board meeting is also held at AERA, presenting it at AERA might be one option. Hong suggested presenting it at the APA business meeting, as EP is a major journal of the division and thus better to be recognized beyond EP board meeting. Curby suggested getting a quick poll from the EC. 1 EC member was in favor of presenting it at AERA EP board meeting, 6 EC members were in favor of presenting it at APA business meeting, 2 EC members were fine with either way. Harris also noted that the selection process and timeline of this reward needs to be further refined. **Action Step:** Gray will search medallion or glass trophy options and report back to EC. Perry will further communicate with the pub committee regarding the selection process, timeline, and the mode of award presentation.
- a. APA program-related issues: Our program co-chairs suggested the following two items for further considerations (Please see the compiled committee report).
  - i. Suggestions from program co-chairs – “We would encourage the incoming President to consider identifying one or two people to serve as the Division 15 Collaborative Proposals Committee. In order to capitalize on this opportunity for the Division someone needs to actually develop and write up collaborative session proposal to be submitted for consideration by APA. We suggest someone who has a broad understanding of the Division and APA so that meaningful proposals that support the interests of Division 15 can be forwarded. This person or persons would need to work with the program chair(s) for a brief, but intensive few weeks.” Perry mentioned that cross-division session submission due date is in October, and we might consider the possibility of making an ad-hoc committee or a small task force group. Gray reminded EC that rejected proposals for the cross-divisional sessions can

be resubmitted for the regular sessions. This fact needs to be better communicated. Hong commented that this issue might need to be discussed with the next program chairs. Meyer responded that the next program chairs began working on cross-division sessions. **Action Step:** Meyer will continue to communicate with the next program chairs about the collaborative/cross-division sessions.

- ii. EC meeting scheduling at AERA – In order to avoid conflicts with EC members' presentation schedule in future, Program Co-chairs suggested scheduling EC meeting in non-program times. This could be a morning meeting on the first day of the conference or on an evening. The morning meeting would require EC members to fly in the night before (perhaps most of us do that anyway). An evening meeting would likely need to be shorter than what we have planned in the past couple of years. EC agreed to have next year's AERA EC meeting in the morning (8am – noon) on the first day of the conference. **Action Step:** Meyer will communicate this with the next Program Co-chairs.
- d. NEP advertising: George raised the issue of inviting paid advertising in the NEP because an opportunity presented itself recently. Below are a few ideas from George.
  - i. "I think there's a logic to actively strategizing about how we might make NEP evolve into something bigger than it is today. If I were to take on the design/formatting aspect of this work, for instance, the Exec. Committee could consider empowering NEPs' Editor to solicit stronger substantive content for each edition (as we'd be taking a great deal off his/her plate). Such pieces might include:
    - A collaborative entry from some/all of our Doctoral Student Research Seminar Attendees in the NEP which follows our annual convention
    - A "theory" or "new directions" piece, which could discuss future lines of research without the restraints of a traditional journal
    - A "Letters to the Editor" section, wherein we solicit a single, potent question from doc students/early career folk, and have our Editor (or someone else assigned to the role) offer a single-page response drawn from insights in their own career.

The possibilities are endless.

Note that our journal, *Educational Psychologist*, actually started as a newsletter. It was concrete steps toward content improvement that ultimately led to its transition, and today's ~300K/year in royalties. While it may be unrealistic to consider such an outcome for NEP, there's always value in looking to improve. And, if we ultimately do expand the newsletter, perhaps we could consider advertising options down the line?

If we *do* help NEP evolve into a more dynamic, prominently featured publication, we might have opportunities to grow our organization's revenue as a result. This wouldn't come from any "need," per say, but if we found another \$20-30K per year, we'd likely be able to reintroduce small conference grants, or open a new award, etc. In my eyes, new streams of revenue for D15 only make us stronger, provided they aren't earned in friction with our existing goals/guidelines.

The steps toward NEP refinement would look like this:

1. Transfer formatting/layout responsibilities to me to free up the Editor's time for growth/content opportunities (again: no added cost here);
2. Work with NEP's Editor to develop a formal plan for one new category of content in each NEP;
3. Gauge members' feedback on the new content, refine, and repeat.  
Then, in another year or two, we might run a trial "call" for advertisements."

EC did not have time to discuss this item. **Action Step:** George will post this on the Google Drive, so that EC can further communicate on this.

### 3. Long Discussion Items

- a. P&P Change Discussion and Approval (Harris) – Harris provided EC with two versions of the P&P revisions prior to the meeting (tracked & untracked). There was not time at the meeting to discuss the need for minor editorial changes, so Gill suggested EC approve the document as is (approving the content), then make the document available in Google Docs and invite EC members to enter minor editorial changes. Gill moved, Klassen seconded, and all EC members unanimously voted to approve the motion. **Action Step:** Harris will send the updated version to George to post in Google Docs and invite EC members' input on final editorial revisions. Once google doc discussions are completed, EC will vote on the changes to approve the final version of the document. Then Harris will forward the revised P&P to George to post on the Div. web site and archive in the Google Drive.
- b. Memorial Award and Member Donations Discussion: In the past, we have paid tribute to our esteemed colleagues during our business meeting and presented a memorial award plaque to the family. Last year, other possibilities and ideas for recognizing memorial award recipients were proposed, and thus further discussion is necessary. EC members reviewed the memorial award guidelines electronically (See comments in Appendix A: "Memorial Award"). Additional questions and issues arose (e.g., Who should present the award and when? When should the memorial announcement and text be posted on our website? What other media should be used to announce the award? Who is the family contact? Are there funds to support family travel to the conference to receive the award? Is there the possibility of recognizing more than one person in a given year?). This year's recipient is Gabi Solomon, and EC's decision will impact how the Memorial Award will be presented this year. Gill asked if we have a set budget on this.

Perry responded that according to P&P and Bylaws, this award is not described as a regular award that will be given every year, thus we do not have a set budget on this. Perry reminded EC that we previously agreed not to provide funding for the recipient's family to travel to the conference to be present at the business meeting when the recipient was acknowledged. Harris suggested making a donation in name of the memorial award recipient of the year for the dissertation grant. Curby moved that in the year when memorial award is given, dissertation grants will be name in honor of the person who receives the memorial award. The recipient will be announced and celebrated at the APA business meeting; however, a plaque will not be given. Gill seconded, and all EC members unanimously voted to approve the motion. **Action Step:** Perry will communicate this decision with the Dissertation Grant Committee and David Berliner as well. Perry will also communicate with the Memorial Award Committee to further discuss who will present this year's recipient at the APA business meeting.

- c. Discussion of the Memorial Award reopened discussion on the potential of opening up donations/planned givings to D15. Harris solicited feedback from other division leaders (see Appendix B). Harris recommends consideration of an ad-hoc committee to be appointed to explore this idea further.
  - i. Discussion – Two options consider: (1) forming an ad-hoc committee for this task. If so, who do you recommend be on this committee? Or (2) asking the finance committee's to do this exploratory work. Finance committee will invest donor's gifts, so the committee can keep all our investments tied together. Also, the Finance Committee is already dealing with an investment firm that likely has some expertise in setting up these kinds of funds. Gray commented that soliciting and managing donations requires different skill sets than most of the EC members might have. Gray suggested two possible options: (1) quick donation option that can be added to our existing system (e.g., adding a paypal link for our social media advertisement), and (2) developing a donation option for longer-term contribution. EC thinks that pursuing the second option is beyond our resources and budget at this time. Thus, EC agreed to further explore the first option. Harris commented that the first option might require a P&P change. Also, if it becomes a separate fund, it might be conflicting with the P&P. This should be checked with APA legal. **Action Step:** In relation to the first option, Gill will check with APA legal and communicate with the finance committee as well, regarding the possibility of adding a link for donating funds on the Division 15 webpage, and inviting donations through the NEP, listserv, and various social media outlets.
- d. Memorial Award Committee Composition: The current description for the composition of the Memorial Award Committee in the P&P is as follows: The Memorial Award Committee will be chaired by a designated Past-President of Division 15, who will serve a three-year term and will work with the two members-at-large. However, the Committee is currently composed of the 3



previous Past Presidents and it appears it has been functioning this way for a while (i.e., as a President moves to Past-President they join the Committee for three years). Do we want the current composition for the Memorial Award Committee, which is the 3 most recent Past-Presidents, or to revert to the P&P's description, or do we want another formula for composition? EC agreed that the Memorial Award Committee consists of a Past President and two Members-at-Large elected by EC. **Action Step:** Perry will communicate this decision to the current Chair and Meyer will begin the process of reconstituting the committee according to the P&P description.

- e. Discussion of the role of past-president for the 4-year presidential line: As 4-year presidential line is approved, we need to further clarify the roles for each position in the presidential line. Especially past-president's role, which is tied to the work below, needs to be further discussed. Harris reminded EC that at the fall retreat 2015, EC discussed a proposal that divided president's duties based on a 3-year presidential line, and the newly approved bylaws did not specify duties based on the 4-year presidential line. Perry commented that for next year, we will implement divided duties based on the 3-year presidential line, and then once VP is elected, EC needs to further discuss this. **Action Step:** Perry and Meyer, in consultation with Harris, will finalize the proposal and bring to EC for the fall retreat, so that it will be ready to put in place in Aug. 2017 when the 4-year Presidential line takes effect. Hong will add this item in the fall retreat agenda.
- EC did not have time to discuss the following three items:
    - i. Webinar Ad-Hoc Committee Chair: This is a newly-formed ad-hoc committee. Currently Past-President, Harris, is taking charge of this position. Do we want to keep this as a past-president's responsibility or could this role involve another Division member? Currently the focus of the Webinar Committee is on issues of importance to graduate students, early career psychologists, and international members. Should we stay with this focus, at least in the near term, or should we open up this opportunity to other groups within the Division? **Action Step:** Hong will send an e-vote to EC members regarding the possibility of opening up this position for the general appointment made by the President, instead of being taken by the Past-President.
    - ii. Updating P&P and Bylaws: This has been Past-President's role. Do we want to keep this or change? EC needs to further discuss who manages the P&P document. **Action Step:** Harris, Perry, and Meyer will include this in their proposal for distributing duties across the 4-year Presidential line. Hong will add this to the APA EC meeting or Fall Retreat agenda.

Meeting adjourned at 4:30pm.

## Appendix A: Memorial Award Comments

### Memorial Award

The Division 15 Memorial Award will be awarded periodically at the discretion of the Executive Committee following the death of a prominent leader and key contributor. The Award recognizes individuals who were influential during their lifetimes to both the field of educational psychology and to Division 15 in particular. The Award also recognizes and expresses gratitude to the family of the deceased for the individual's leadership and inspiration to the Division as well as the field.

The Memorial Award consists of an engraved plaque presented to the family of the awardee at the annual business meeting of the Division at the APA convention in the year of receipt. In addition, a former student or colleague of each awardee will be invited to write a brief memorial tribute for publication in the Division Newsletter, which will appear in the Fall issue following presentation of the Award.

The Memorial Award Committee will be chaired by a designated past-president of Division 15, who will serve a three-year term and will work with the two members-at-large. Annually in the Fall of the year, the committee will consider recently deceased luminaries according to the following criteria:

The deceased is a prominent, widely-published scholar in the field of educational psychology, who:

- Has made significant contributions to Division 15 during his or her career, or
- Was the recipient of a Division 15 award or another award highlighting significant contributions to educational psychology.

This Committee will make recommendations to the full Executive Committee for a two-thirds vote approval at the AERA meeting preceding the August convention. In years when no applications are forwarded to the Committee or the Committee makes no recommendations, no award will be made.

The Memorial Awards Committee will ask the Division Secretary to prepare the plaque(s) for presentation to the family at the Business Meeting in August. The current President will notify the family of the awardee sufficiently prior to the convention to allow them to attend and receive the award if they so choose, and to request an address where the award may be sent if they are unable to attend.

The Committee will also solicit written statements from former students/colleagues of each awardee to be placed in the Newsletter, on the listserv, and Division website. The Committee Chair will see that these tasks are completed following the presentation of the Award.

Robert Klassen 5/9/2016 9:47 AM

**Comment [1]:** I don't recall discussion about this in my time on the EC, but is an 'engraved plaque' presented to the family what we want to do to remember our prominent contributors? Not to be disrespectful or morbid, but I'm wondering what the family will actually DO with the plaque after their loved one has passed away (and presumably has a box full of awards/plaques). Would a small donation/scholarship to a grad charity/grad student be more helpful?

Tim Curby 5/9/2016 9:47 AM

**Comment [2]:** I agree with Robert.

Nancy Perry 5/9/2016 9:47 AM

**Comment [3]:** Yes, something to consider.

Michele Gill 5/9/2016 9:47 AM

**Comment [4]:** Good point, Rob! That said, the plaque is something tangible for the family to have.

Ji Hong 5/9/2016 9:47 AM

**Comment [5]:** Good point... yes, it is something to consider. if it is a scholarship for a grad student, we will need to think about how to select the recipient, how much will be given, and where the funding comes from..etc.

Michele Gill 5/12/2016 7:36 AM

**Comment [6]:** I think we should budget some funds for the family to travel to APA to receive the award. \$1500 should cover airfare for two people and one night's hotel.

Ji Hong 5/9/2016 9:47 AM

**Comment [7]:** Good point - agree to Michele

Cynthia Hudley 5/12/2016 7:36 AM

**Comment [8]:** I agree that travel funds would be a good idea. However, I am not convinced that a plaque is the best use of funds; I agree with Rob on this.

Appendix B: Harris' Communication with Other Divisions  
"Donations to Divisions" Initiative - Divisional Feedback

**Division 49:**

*"We also created an APF fund in Div. 49. It reached \$100,000 last month. The division committed journal revenues over five years for funding. Individual members also donated. Typically, individuals donated \$1,000 over five years (about \$16.70 a month). We also have one or two estate gifts.*

*For our small division, this was an excellent method of developing a method to fund research, early career psychologists, scholarships, etc for generations to come."*

**Division 42:**

*"Division 42 started "The Next Generation Fund" through the American Psychological Foundation. It is my understanding that it becomes fully funded once it reaches \$100,000 in cash on hand.*

*We started this about 4 years ago and we are only a few thousand dollars short of it being fully funded. Many people made pledges that would be paid out over 5 years, though there were a few one-time (hefty) donations."*

**Division 9:**

*"Be careful about state registration requirements before you make any kind of solicitation – written or word-of-mouth or friend-to-friend – as getting crossways with these rules (which vary from state-to-state and are in place in, I believe 38 states and DC) can be very costly."*

**Division 35:**

*"Div. 35 holds a fundraising dance every APA—most recently in conjunction with Div. 45. As former President of 45, Jean Lau Chin could be helpful in how it had been arranged.*

*Div 35 also has several designated annual scholarships ranging from \$500 to \$20000 from funds donated by members."*