

**APA Division 15: Educational Psychology
Executive Committee Meeting Agenda
August 5, 2016 5:15 – 7:00
Hyatt Regency Denver Hotel Granite Room C
Denver, Colorado**

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)

1. Information Items:
 - a. Election results and welcome to new EC Members:
 - o President-elect: Michael Nussbaum
 - o Treasurer-elect: Beverly Faircloth
 - o Rep. to APA Council: Avi Kaplan
 - b. Recognition and thanks to those stepping off the EC this year (Harris, Gill, & Curby)
 - c. The APA Council approved two initial fellows (Anders Martin & Sara Rimm-Kaufman). **Action Step:** Fellows Committee Chair, Hudley, will notify the two initial fellows regarding the Council’s approval. Perry will announce the two initial fellows and two continuing fellows (Mark Shermis & Robert Vallerand) at the Div.15 business meeting.
 - d. President-Elect Meyer recommended the appointment of eight Committee Chairs to the EC. The EC approved these recommendations via e-vote.
 - e. The updated P&P document was approved via e-vote and is now posted on our website. Connor and Harris also commented that the Nomination Committee needs to inform Treasurers about the award recipients’ names and addresses and this needs to be added in the P&P (under the Committee Chairs’ responsibilities section). **Action Step:** Perry will make this change before the Fall Retreat.
 - f. Webinar: “*Keeping Educational Psychology Relevant in the 21st Century: The Case for Motivation*” (led by Eric Anderman and moderated by Matthew Irvin) was held on July 26th, 12:00 EST. Harris added that the Webinars Committee is working on to develop upcoming webinars as a series that is related to the topic of “keeping educational psychology relevant in the 21st century”.
 - g. Perry communicated with the EP Editor and the current and incoming Chairs of the Publications Committee about the EC’s desire to receive a report and budget from the EP Editor. The EP editor will provide the report and budget to Connor, Hong, and Meyer before the EC Fall Retreat. **Action Step:** Hong will add the report from EP editors in the fall retreat package.

- h. The first Outstanding Article from Educational Psychologist (Susan Nolen and colleagues) will be awarded at our 2016 Business Meeting.
- i. International Student Research Award: Terms of reference for the award were established. A call was sent out for interested students presenting papers at the 2016 APA conference to apply for the award. The International Committee received just one application and decided not to give the award this year. Next year, the call for applications will be included with information about submitting conference proposals in the Fall, in the way information is provided about the Student Poster Awards. Knowing about the award in advance of submitting proposals should encourage more international students to participate in the conference and increase the pool of students eligible for the award. **Action Step:** Meyer will work with the Program Chairs and the new Chair of the International Committee to ensure the information about the International Student Award is included with information about the call for proposals for the 2017 conference. The 2016 Program Chairs can be a resource for how to accomplish this.
- j. Update on the activities of the Committee on the Development of Early Career Educational Psychologist (Appendix D in the compiled report).
- k. On May 12, 2016, the Finance Committee received word that our funds had been transferred from Vanguard to TIAA. Holly Suwannakam of APA Central's Financial Division has the password and sign-in information, so that we can monitor the account. Thinking that it is best to have the elected Treasurer aware of this information, the Finance Committee has 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. **Action Step:** Gill will contact APA Central's Financial Division to get the sign-in information for our account.
- l. Update on the sustainability of the CODAPAR project. Harris commented that she will continue to be involved in the CODAPAR project for 1-2 more years. After that, and depending on the status of the project when Harris resigns, EC will need to discuss if and how we want to be involved with the project. One possibility is to add a monitor in our committee roster. **Action Step:** Harris will continue to update EC regarding the CODAPAR project in the near future.
- m. Update on transfer of powers from the APA Council to the BoD. Curby commented that 3 years ago, APA Council gave the board all financial responsibilities, and since then there has been complaints from the Council members regarding the loss of power. It is an ongoing issue and currently there is no clear direction/outcome.
- n. Update on publishing partnerships. Perry commented that conversations between the Publications Committee and Taylor & Francis representatives about publishing for broader, more applied, audiences have not progressed. However, Eric Anderman, new Chair of the Publications Committee, has expressed his interest in research-practice partnerships/publications, and Debra Meyer and Lynley Anderman might also have interest in such initiatives. Harris commented that Eric Anderman would like to get EC's permission to start working on the

next Handbook. **Action Step:** Perry and/or Meyer will communicate with Eric Anderman to further discuss the process of starting the Handbook. Perry and/or Meyer will continue to communicate with Eric Anderman, Debra Meyer, and Lynley Anderman to discuss the plan to develop publications targeting broader readership.

2. Short Discussion Items

- a. Treasurer's report (Gill) – Please see the compiled committee report
 - i. Request from George: “Currently, I have a \$1,000 annual advertising budget and separate \$1,000 annual working budget. Both are used at my discretion for the execution of Division 15 tasks each year. I'm getting close to using the remainder of my working budget for 2016. However, I have the vast majority of my advertising budget still open, given how well our organic social efforts have been working. I wonder if I might merge these two items so that I can help the program chairs print a few extra items? I also need to buy/mail a few items to send with our Division's camcorder for recording sessions this year. I expect to stay well under the combined \$2,000 this year. If this sounds ok, perhaps we could just have that change voted into place for future years as well?” Question – do we need to merge the two budget lines in next year's budget planning? Harris moved to merge these two budget lines. Gill seconded. EC unanimously voted to approve it. Gill added that the only downside of combining budget lines is that we cannot compare across-years for the same budget item, and suggested further discussing this at the fall retreat. **Action Step:** Perry and/or Meyer will respond to George that his request to merge two budget items was approved. Hong will add a discussion item (if we need to merge any other budget items, and if so what the benefits and drawbacks are) in the fall retreat agenda.
 - ii. Program co-chairs' recommendations: (Please see the yellow highlighted sections of the compiled report on pages 6 – 9)
 - a. Authorize program chairs to reallocate funds within their overall budget.
 - b. Increase program committee budget for APA events.
 - c. APA Socials budget
 - d. Joint event budget at AERAEC suggested further discussing this at the fall retreat. **Action Step:** Hong will add this in the fall retreat agenda.
 - iii. Connor commented that it is important for the Treasurer-elect to attend the fall retreat. Harris added that her leftover presidential fund could be used for the Treasurer-elect's travel for the fall retreat. Harris moved to cover Treasurer-elect's travel expenses for the fall retreat using Harris' leftover presidential fund. Gill seconded. EC members unanimously voted to approve this motion. EC also needs to further discuss if and how we need to support the treasurer-elect's travel expenses for APA, AERA, and fall retreat. **Action Step:** Hong will add this item in the fall retreat agenda.
- b. Distribution of Harris' Presidential fund: There are substantial funds left in Harris Presidential account (\$8,209.59), as she has covered her travel with grants. These

- funds (after subtracting APA travel expenses) can, appropriately, be invoiced to D15 for the support of work we are doing. Question - how can we best distribute the funds (e.g., Webinar, CODAPAR, travel support for treasurer-elect...etc.)? Harris suggested allocating \$3,000 for the 2016-2017 Webinar budget. EC will further discuss how to spend rest of the amount (approximately \$3,000) at the Fall Retreat. **Action Step:** Hong will add this item in the fall retreat agenda.
- c. Monitors and Liaisons: Meyer asked if the three monitors are receiving financial support to travel to attend meetings. Gill responded that a total of \$3000 (\$1000 for each) was allocated for travel support of the three monitors (BEA, Ed leadership conference, and coalition of schools). However, the travel budget for the Board of Scientific Affairs was removed, as Steve Thoma has not been attending the meetings. Meyer added that Steve Thoma prefers someone else to replace his position. Harris suggested before deciding on a funding amount for these monitors, EC needs to discuss if it is worth it to fund representation on particular committees (i.e., how representation benefits our division). Curby recommended Div. 15 nominate a Div. 15 member to join the board. Hudley agreed that currently the Council pays less attention to the educational issues, and it is important that our division is more actively involved in the Council. Harris suggested further discussing this at the fall retreat. Generally it was thought that Div. 15 could be more strategic in getting representatives to serve on APA level committees that are relevant to our interests. **Action Step:** Hong will add this item in the fall retreat agenda.
- d. 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 students? 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. Klassen suggested opening this award to undergraduate students as well. Connor added that in the psychology field, undergraduate students often present at the conferences, so we might consider this option. Harris commented that including undergraduate students could possibly lower the standard, so it would be better to limit this award to graduate students. DeLeon commented that graduate students are closer to being a faculty, so this award can support their career enhancement. This is a rationale to limit this award to graduate students only. EC agreed and decide to rename the award the “Graduate Student Poster Award.” **Action Step:** Meyer will share these changes with the Program Chairs before the call for proposals for the 2017 conference goes out. Program Chairs will edit all materials associated with this award to reflect the new title.
- e. Policy for honoring our scholars who have passed away in relation to Memorial Awards and Dissertation Grant.

- i. 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. Perry 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. Perry shared a proposal from Jenefer Husman and her colleagues to honor Claire Ellen Weinstein by naming the Graduate Student Seminar after her (See Appendix E in the compiled report). Husman requested to attend the APA EC meeting to discuss the proposal. Given the shortness of time for the EC meeting at APA and the full agenda, Perry asked the group to prepare a written proposal that the EC can discuss at the Fall Retreat. Gill added that getting more input from the Graduate Student Affairs Committee would be useful as well. Perry suggested reviewing the process of honoring memorial award recipients and clearly communicating the agreed procedure with related committees. **Action Step:** Perry and/or Meyer will continue to communicate with Husman and, when appropriate, the GSA Committee about the Weinstein proposal. The EC committee liaisons will do a better job of communicating and consulting with relevant committees about Memorial Awards plans.
- f. Advertising in the NEP. Wade posted his ideas concerning this item on our Google Drive. Is the EC interested in exploring this? If yes, it could be an item for the Fall Retreat. If no, we can leave it off our agendas for now. Gill commented that this could be another way to bring income to the division. Harris added that EP advertisement space should be used more wisely, and suggested EC to take charge of this. **Action Step:** Perry will communicate with Eric Anderman about possibilities for using advertising space in the EP, and the value of doing so.
- g. Donations/Planned givings to Div. 15:
 - i. From Terri Thorkildsen: The Finance committee would like to develop a plan for where possible donors might submit funds to Division 15 should they decide to do so. As part of this process, we 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.)
 - ii. Gill inquired about Divisions receiving donations on behalf of the EC and Finance Committee. The APA accountant responded: **A division or section may accept donations and say they accept donations but should**

not actively ask for donations. So doing it in a passive way is OK but actively seeking donations is not. In other words, it's OK for the section to include text in its info such as "the section accepts donations as well" but not to say "we are making a push to bring in funds for our activities and so we encourage you to send us donations now." Active fundraising is not OK whether it's general ("to support our section") or specific ("to raise funds for our August 26 Scholarship Fund, to raise money for students studying xxx"). It's OK to have a space like we include on our renewal notice where a donation amount can be added to a membership fee and it's OK to have a space in a newsletter where people can renew their membership and you can mention "donations accepted" and give a space for a donation to be added. The more passive the better, and the more active and direct a request for contributions, the more likely that someone is going to catch it and find a problem with it and call you out on it and cause say a state legal office to contact APA and start an investigation and question APA tax-exempt status and fundraising." Given this, Michele's recommendation is to add a place on the renewal notice where members can add a donation amount and adding a place in the newsletter where we mention "donations accepted" and add a place to renew membership and add donation that way. We ought not to put a "donate now" button on our website though, from what I read from this. Gill added that APA will only tolerate passive solicitation, so we are not allowed to add donation button, however, we can add the donation line (e.g., "check this box if you want to donate for Div. 15). DeLeon asked how AERA motivation SIG is asking for donations. Perry suggested further discussing this at the fall retreat. **Action Step:** DeLeon will research how AERA motivation SIG solicits donations. Hong will add this item in the fall retreat agenda. Perry will communicate with the Finance Committee and stress that plans for actively soliciting donations should be put on hold for now.

3. Long Discussion Items

a. Webinars Committee:

- i. Discussion of guidelines for the planning and conducting future webinars (Please see Appendix B in the compiled report). Harris suggested EC members closely reading the appendix and further discussing this at the fall retreat. **Action Step:** Hong will add this in the fall retreat agenda.
- ii. Future funding of webinars: 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. Perhaps if they get scheduled 2-3 times each year, an annual budget could be provided for this committee. George estimated the cost for one

webinar is \$300. Harris commented that currently the Webinars Committee is planning to have 2 Webinars per year and Harris' leftover presidential fund will cover webinar expenses.

- iii. The initial webinar (2015) and the first webinar this year (Spring 2016) 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.
 - a. Discussions about charging the real-time webinar session: Harris asked if the webinars should be free to Div. 15 members, while charging small amount of fee (e.g., \$10) to non-Div. 15 members. DeLeon responded that instead of charging webinar fees to non-Div. 15 members, we might be able to add advertisement screen in the beginning of the webinar session. Hudley agreed the webinars could be a good recruitment tool, so offering at no cost or low cost is a consideration.
- iv. Accessibility of video-recordings: George is managing the videotaping (he edits the APA video before posting) 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 available to Division 15 members only, or placed in the public domain; the Webinar Committee has not discussed implications and complications making the series public could create.
 - a. Discussions about charging already-recorded webinar sessions: Hudley asked about the technical aspects of blocking/charging non-Div. 15 members for the recorded videos, and Curby responded that it could be set up that way. Meyer asked if the webinar presenters agreed to share their webinar sessions publicly, and Harris responded that they already agreed to do so and the Webinars Committee needs to clearly communicate this with future webinar presenters. Also, it should be added in the webinar guideline document. DeLeon suggested opening the recorded-webinars to the public for free. It takes time to build the technology system to differentiate Div.15 members vs. non-Div. 15 members. Harris commented that it might diminish Div. 15 members' benefit. Klassen commented that the members' benefit is to watch the real-time webinars for free, so the recorded webinars can be open to the public for free and it can be a great recruitment tool. Curby moved to post Eric Anderman's webinar session to the public for free and to monitor the usage of the webinar for future decision making regarding charging recorded webinars to non-Div. 15 members. Hong seconded. EC unanimously voted to approve this motion. Harris also suggested getting more detailed info from George regarding charging recorded webinar sessions (e.g., logistics, technical aspects) and further discussing this at the fall retreat. **Action Step:** Harris will communicate this decision with the Webinars Committee Chair and Communications Director so that George can post Eric Anderman's

webinar and advertise it. Meyer will communicate with George to get more detailed info regarding charging recorded webinar sessions. Hong will add this in the fall retreat agenda.

- v. Harris added that student members could be added to the Webinars Committee and any other committees as well, which can help to recruit student members from students themselves. **Action Step:** Meyer will consider this option.

Meeting adjourned at 7:00 pm.