



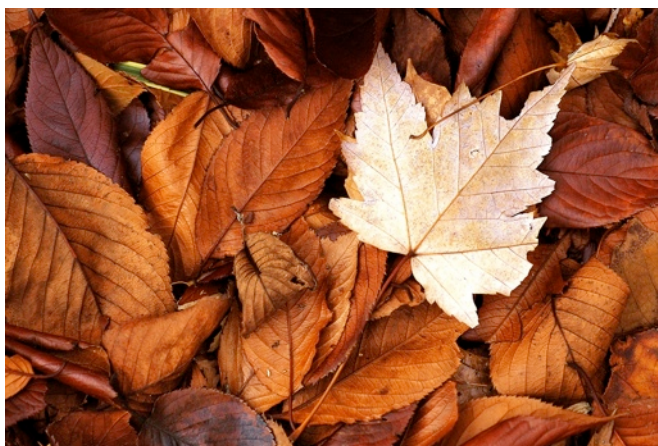
*D*ivision 15 Autumn Meeting
November 13-14, 2009
San Antonio, TX

*E*xecutive committee members present: Paul Schutz (president), David Bergin (president-elect, program chair), Ellen Mandinach (past president), Chris Wolters (treasurer), Heather Davis (secretary), Jacque Eccles (member-at-large), Nancy Perry (member-at-large), Helen Patrick (member-at-large), Michael Martinez (APA Council representative)

*P*resident Paul Schutz opened the meeting by thanking past president Ellen Mandinach for all of her work on some tough issues last year. The first item on the agenda was a discussion of the policies related to how the Executive Committee takes, records, and publicizes electronic votes taken via e-mail in between formal Executive Committee meetings. President Schutz led the Executive Committee in a discussion of who would be responsible for keeping track of electronic votes, how electronic votes would be reported and recorded, and what constitutes a quorum. It was established that the President and Secretary would be responsible for keeping track of formal votes, that at the next formal meeting of the Executive Committee there would be a section of the agenda allotted to the Secretary to report formal electronic votes, and the Secretary would be responsible for publishing these votes in the minutes for the membership.

President Schutz raised the issue of the criteria that should be used to judge the necessity of completing a formal vote electronically. The Executive Committee was in agreement that this decision would fall on the President to indicate at the time that a given issue is time-sensitive and requires a formal vote. During the meeting, specific wording for these new policies and procedures were crafted, approved and have been updated in the current version of the Policies and Procedures manual.

*T*he next item on the agenda was a discussion of the policies and procedures for publishing information to the Division 15 list-serve. This autumn several issues arose regarding the announcement of conferences (both Division 15 sponsored and non-Division 15), job postings, and publications. President Schutz led the Executive Committee in a discussion of what should be the criteria be for Presidents to use to post announcements. The Executive Committee agreed the ultimate decision lies at the discretion of the president. However, the Executive Committee was also in agreement that the list-serve should not be use for the marketing of products or courses for profit. That appropriate uses include announcement of events and opportunities of interest to members (e.g. conference, job adds, Division activities [awards nominations], and activities of related Divisions]. Finally, in order to help the membership make informed decisions regarding the sponsorship of events and activities, 1) any event/activity published on the list-serve needs to include full contact information for a point of contact and 2) events that are not sponsored by Division 15 will be noted with the accompanying statement: *"This is not an APA or Div 15 Sponsored Event but may be of interest to our membership."* During the meeting, specific wording for these new policies and procedures were crafted, approved and have been updated in the current version of the Policies and Procedures manual.





The third item on the agenda was a discussion of the current status of the Division 15 Treasurer position. President Schutz noted the Treasurer position has evolved over the last ten years to include additional responsibilities such as: oversight of the Graduate Student Affairs budget, oversight of the Dissertation and Early Career research awards, administration of the three honorary awards and the awardee travel expenses, reimbursement of the Executive Committee. Several concerns have been raised that given the amount of money we have, as a Division, and the amount of money we move, in a given year, that the Treasurer position can become consuming to a single faculty member. The Executive Committee began with a review of the existing policies and procedures with the goals of 1) attempting to clarify the scope of the Treasurer position and 2) identifying ways to provide some support for the Treasurer. Several issues were discussed including: the extent to which access to a bookkeeper / accountant might ease the load of the Treasurer; the extent to which some procedural tasks (i.e. reimbursements) could be handled by hiring administrative or graduate student support at the Treasurer's home institution; the extent to which some procedural tasks could be offloaded to administrative support at APA on an hourly basis; the value of having co-treasurers; the value of having a finance committee; and/or the value of staggering the Treasurer term (i.e. having a Treasurer elect).

Past President Mandinach noted there are two issues underlying the increasing complexities of the Treasurer's responsibilities. The first has to do with the additional time involved for whoever is elected to the Treasurer position as well as making sure that reimbursements / payments move in a timely manner. The more "work" there is to be funneled through one person, the longer it can take to complete transactions. The Executive Committee agreed that more information was needed before a formal recommendation / vote could be made. The issue was tabled until the April meeting. However some short-term recommendations were made:

1. Treasurer Chris Wolters will review the current policies and procedures manual and update the manual with regard to his current responsibilities, procedures, and timelines for completing tasks. This was

completed December 2009 and Secretary Heather Davis reconciled the policies and procedures manual (Jan. 2010) to reflect Treasurer Wolters current responsibilities.

2. Treasurer Chris Wolters will evaluate his reconciled list and begin to categorize the tasks that could be outsourced to support staff (April 2010).
3. Member of the EC would attempt to contact members of Division 9 (SPSSI) and Division 7 that have dealt with some of these issues. Member at Large, Jacque Eccles noted that Division 9 has their own staff, their own office, and their own congressional fellow who are separate from APA. Sometimes their conferences are done in conjunction with APA and sometimes they are done separately.
4. When the call for the 2010 early Career Research Grants goes out, the call will include a statement that applicants should contact their grants officers at their institution about applying for the award *prior* to submitting an application. Treasurer Wolters believes this small change will help streamline the awarding process the following autumn.

The next item on the agenda was the discussion of the Division 15 website and webmaster position. Past President Mandinach noted that almost as soon as the website was released it was outdated. Information changes quickly in the Division, and without someone assuming responsibility for keeping the site updated, it quickly becomes old and not useful. In addition, there were several pages that were created and posted with limited information (i.e. concerning award winners and past presidents).

There were several different perspectives offered regarding the webmaster position. Member at Large, Nancy Perry noted that if we really wanted to consistency we shouldn't have a person that is linked to a rotating term. Several members of the EC agreed that the webmaster position may not be appropriate for a member of the EC committee to hold. Nancy argued that while members of the EC or appointed positions could have permission to access portions of the site, we still need someone to administer and update the site as a whole. She also noted that she was disappointed that inclusion of Web2.0 was voted down last spring. Council Representative Martinez noted there are short-term and long-term needs. In the short term, the Division needs to find a webmaster that can correct errors and update information. However, long-term needs might include having a director of communications who can work with the website and publications to increase the profile and impact of the Division and to build community. President Schutz noted that if the EC were to appoint someone internally (i.e. from the membership) to assume the role of webmaster, the job is likely to become more of a maintenance role. If, however, the EC is looking to do something more visionary with the website we might need to hire an expert.

Treasurer Wolters noted that we have *Educational Psychologist* because it is a way to advance the goals of the division, and we developed the website for the same reason. Goals include recruitment, communication among members etc.. He suggested that the EC might devise a three-year plan for further development of the website (i.e. reevaluate the Web 2.0 capabilities). This plan would include recommendations for 1) how to manage the existing website for the next three years and, and 2) assess the extent to which the website is furthering and can further the goals of the divisions. Perhaps one way to generate funds to hire outside support would be to ask Ed Psych departments / programs to pay to have links that go to their department. President Schutz summarized the discussion with a list of short-term (maintenance this year) vs. long-term (visionary approach) recommendations:

Short term:

- 1) Continue to work with Webbing Experts(our web developer) on an hourly fee basis to maintain the site.
- 2) The Secretary will be responsible for forwarding information from listserv to Webbing Express to ensure the "latest news" posts or updated. The Secretary will also carefully monitor the committees list to ensure that as committee appointments change, the contact information for members changes.
- 3) The Historian will work with Webbing Express to update and archive information concerning past award winners. She will begin with the Thorndike award winners, attempting to link their names with their *Educational Psychologist* articles.





The next item on the agenda was the discussion of the Division 15 Historian position. It was noted that now that Division 15 has a website and is electronically archiving information, the role of the historian has changed. Council Rep. Martinez noted that the way the position was described at the August meeting made it sound like a more clerical/archivist task. Instead, he argued, he thought the historian position would involve helping to document the rich dynamic history of our field. President Schutz noted that we need to have a clear role for the historian; that the current policies and procedures manual does not specifically outline the responsibilities and tasks of the position and, therefore, interpretation is often left up to the individual appointed to the position.

Long term:

1. In April the EC will revisit the issue of the webmaster. Including which member(s) of the Division should serve as the internal contact for someone outside of the Division? Would this individual be an appointed position, a member of the EC, a member of the publications committee, director of communications?
2. In April, the EC will come up with a job description of what the task of the webmaster / director of communications etc. will involve.
3. In April the EC will begin to sketch out some long-term goals for the website.

President Elect Bergin inquired about the extent to which hard copies of materials need to be archived and, if so, where do we archive them? The EC agreed that now that we have a working website, we don't really need the historian to act as an archivist (i.e. keeper of the files) per se. We can archive most materials on the website (currently the exception to this are internal files like contracts etc. that the secretary keeps). Moreover, the EC agreed that the duties would change over time depending on the needs of the Division. With that said, the EC identified three tasks that we believe constitute the ongoing tasks of the historian:

1. Compiling information for luminaries receiving the Memorial Award (as needed). This summer we will give three memorial awards to Merlin C. Wittrock, Nathaniel Lees Gage, and Jere Brophy for their significant contributions to the field. The historian would be responsible for crafting a short paragraph for each of these luminaries (and perhaps 2-3 links to seminal papers) that we could post on the website and use when presenting the award at the APA conference. In the future, the Historian will serve as an ex-facto member on this new committee.



2. Work with web-administrator to ensure there is accurate information concerning award winners (i.e. Thorndike Award, Snow Award, and Dissertation Award). For example, as part of the Thorndike award, winners receive space in *Educational Psychologist* to write up their work. In addition to listing the winner's full name, the historian would be responsible for identifying a link to a publication exemplifying the award. We see this as a really critical task for the Division - to document the leaders in the field and the contributions they have made and to make it easier to access their work.

3. Back Up Files of Electronic files. We see a critical role of this historian is to keep an external back up of all files on the website. To do this the Division will purchase an external drive that the historian keeps and periodically (2x a year) backs up all materials on the website. Again, this is a critical role. Right now the website is not accessible to you - but we are working to move it to a yahoo-business site. My goal is by AERA to be able to show you how to do this back up. This back up will also be where the secretaries, at the end of their term back up their internal files / contracts etc.



In December 2009, President Schutz crafted specific wording for these new policies and procedures were crafted, they were approved electronically, and have been updated in the current version of the Policies and Procedures manual. Several items were tabled for the April Meeting including: to what extent should the historian document the history of internal discussions/decisions (as it relates to publications conferences etc.). Or can this be done on the website by archiving the Newsletters which contain the minutes?

The next item of business was to review the Early Career Lunch Report (August 2009). Secretary Heather Davis walked the EC through the major findings from the lunch-time focus groups. Several members of the EC

inquired about the value of having an Ad Hoc Early Career committee. President Schutz noted that the current ad hoc consists of all EC members who have for the past two years looked at the need of EC members. In addition to the lunch, the ad hoc committee moved to initiate an Early Career Grant. However a consistent theme in the report is the extent to which the Division is supporting the professional development of Early Career members. Specifically, the Division might play an invaluable role for members who may not be in an educational psychology department, or may not have an ed psych department in their college, etc.... Treasurer Wolters also questioned the extent to which our current efforts have been geared at trying to groom Early Career members to eventually take leadership roles in Division 15. If we want them to take leadership roles then we might need to develop more formal supports than we offer. Several action items were generated from this discussion:

1. The EC decided to appoint an Ad hoc Committee for Early Career Psychologists, composed of Early Career Psychologists currently active in the division. This committee would be charged with looking over the Early Career Lunch Report and generating recommendations for the upcoming conference [i.e. develop a mentoring program; host a formal sessions on the program for early career psychologists; host a social session (lunch) for early career folks and mentors, talk with each other (theme lunch); host gathering at another conference; maintain a Wiki space for early career psychologists; offer a hospitality suite at the APA conference].

2. By the April 2010 AERA meeting, the EC will generate a list of "highlights" on the upcoming APA conference program (i.e. invited speakers, award winners, social opportunities) that will be disseminated widely to publicize the conference.

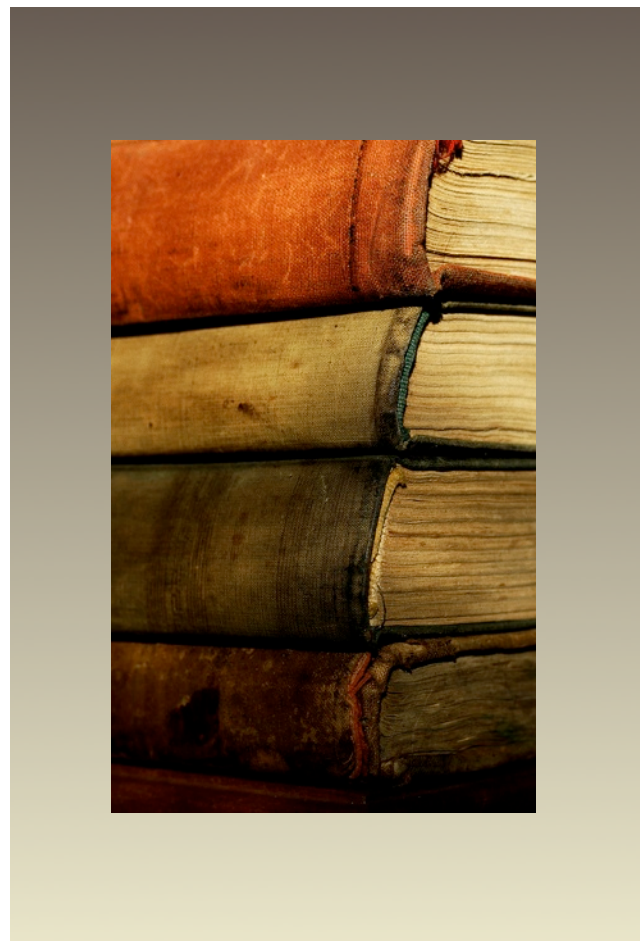
3. The Division is interested in identifying a hotel for the upcoming conference that would serve as the 'unofficial' Division 15 hotel. Ideally this hotel would offer a free breakfast (and/or happy hour) that would allow for members of the Division to informally sit with each other and build community.

Council Rep. Michael noted that Early Career Psychologists are not the only population that the Division is struggling to keep involved. He introduced the image of a corral in which the Division is investing a large amount of time and effort to welcome new people into the fold while not acknowledging that we have an equally large exit door. How do we keep members involved / invested? Several members of the EC argued that we also need a way to bring back the "All-Stars"; to give them a voice and reiterate that they are still valued members of the Division.

Several obstacles with the current program were observed. There are notable differences between the Division 15 and Division 7 schedule that may make it hard to involve both Early Career Members and prominent members. For Division 7, APA is not the venue for presenting but it is the venue to network with people in the field. There is a need to balance poster presentations with major speakers. President Schutz noted that, in most cases attendance at APA is treated like a 'second' conference. Member at Large, Jacque Eccles also noted there is a movement to attending conferences *without* support, as departmental budgets shrink, or not attending at all. Perhaps the Division really needs to offer something different - something exciting. She noted conferences like SPSSI charge their own dues (and they can charge less for registration). One short-term strategy suggested by Council Representative Michael Martinez might be to host a dinner for Early Career members with several invited prominent members. Similar to the Early Career Lunch, prominent members could be seated at different tables and there could be topical discussion such as "If only I'd known then, what I know now..." The item was tabled for the April meeting while he drafts a proposal that will address the logistic of the dinner and people to speak on the topic.

The final agenda item concerned new publication opportunities presented to the Division. Specifically, near the end of her presidential term, Past President Mandinach met with Sage concerning two new journals for the division: one related to the study of diverse populations and the other related to outreach in policy and practice. Sage submitted a proposal for the new product launches. Sage argued a journal publishing research on diverse populations would reach parts of our membership that are not being served and that may, in turn, increase our membership. However, there were concerns expressed that there might already be saturation in field for diversity journals.

A question was raised about how a policy journal might be different from existing publications like *Theory into Practice*, *Phi Delta Kappan* and other relevant journals? It was noted that while *TIP* is a peer-reviewed journal, it currently only solicits special issues and is full until 2012. Sage noted some hesitancy about an applied journal because it may be undervalued in the tenure process; however some members of the EC noted that some applied journals have high impact factors. Finally it was argued that if we were to move forward with policy and practice journal, it should speak to the issues of professional identity that we've been discussing in the EC for the last couple of years. Member at large Jacque Eccles noted the impact of the SRCD policy statements which come out four times a year and are distributed widely. Several members of the EC liked the idea of translational articles. Past President Mandinach agreed to craft and e-mail and forward the prospectus to the publications committee that the EC is interested in moving forward with the policy and practice journal.





Other business:

*T*reasurer Chris Wolters reported on the status of the Division. Several items are of note to the Division. First, regarding pre-paid credit cards, APA will not allow the use of pre-paid credit cards for members of the Division. This is because APA has to process the original receipts for what has been spent.

*R*egarding committee appointments, the EC agreed there needs to be an additional Division 15 representative to APA's Coalition on the Psychology in the Schools (COPS). The EC voted to approve funding for another representative to COPS for two meetings a year in Washington, DC. In December, President Schutz appointed Ron Marx as an additional representative.

*S*imilarly, Past President Mandinach was also contacted by Springer about a book series sponsored by the Division on topics of interest. They noted these could be single or multiple author books on empirical research and/or books that drive theory. The EC voiced some concerns about the expense of Springer volumes. Moreover, the issue was raised as to why the Division might need another book series.

*A*n issue arose with the nominations committee. Specifically, several people self-nominated for leadership positions who do not have a history of either affiliation or service to Division 15. In some cases we were not able to confirm they are members of Division 15 and/or held fellow status (i.e. for President Elect position). In these cases, it was agreed they would be contacted about sending them forward for Fellow status and involving them in leadership positions on current committees. It was noted that at times the Division has been insular and overrepresented by motivation researchers. So the EC was pleased to see interest generated.



*T*he EC reviewed the wording of the bylaw changes voted during the August 2009 meeting.

*T*he Executive Committee agreed that more information was needed before a formal recommendation / vote could be made regarding the Small Conference Grants proposal initiated by former Member at Large, Jenefer Husman. Current Member at Large, Nancy Perry agreed to review the status of that proposal and report back to the EC at the April Meeting.

