



2015 CONVENTION ANNUAL REPORT

**Monique Shah Kulkarni and Noriel Lim
Convention Co-Chairs**



**PERSPECTIVES ACROSS THE LIFESPAN
TOWARD A MORE HOLISTIC UNDERSTANDING
OF ASIAN AMERICAN PSYCHOLOGY**

Victoria University in the University of Toronto • Ontario, Canada

AAPA 2015 Convention Report

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GENERAL SUMMARY

a. Committee Formation

The formation of the Convention Committee began shortly after the end of the 2014 Convention in Washington, D.C. Many of the new sub-committee chairs who were selected had a self-identified interest in joining the 2014-2015 committee. Attempts were made to recruit individuals who were local to Toronto, ON for specific sub-committees in order to facilitate ease of planning (e.g., banquet and book sale committees). Noriel Lim expressed interest in serving as Convention Co-chair immediately following the D.C. convention. He had previously served a 2-year term on the Poster Committee for the Orlando and Hawaii Conventions. The remainder of the committee was fully composed by November 2015.

The final convention team is listed below. The names of the returning committee members are listed first in each grouping.

Convention Co-Chairs:	Monique Shah Kulkarni and Noriel Lim
Banquet/Entertainment Co-Chairs:	Sumin Na and Gauthamie Poolokasingham
Book Sale Co-Chairs:	Kathy Li and Michelle Lee
Mentor-Mentee Co-Chairs:	Shilpa Kapoor and Vivi Hua
Poster Co-Chairs:	Priscilla Liu and Kimberly Langrehr
Program Co-Chairs:	Arpita Ghosh and Elsa Lee
Registration Co-Chairs:	Joe Nee and Ankita Krishnan
Session Co-Chairs:	Ariane Ling and Anne Saw
Volunteer Co-Chairs:	Oh Myo Kim and Chu Hui Cha
AAPA Vice President:	Helen Hsu

b. Committee Responsibilities

Individual committee responsibilities remained largely the same as the previous year. Given the difficulties in coordinating CEs in previous years, the program committee again decided not to offer CE credit this year. The session/poster teams again worked in close collaboration during the acceptance and review process. Due to last year's banquet co-chair, Mehwish Qureshi, not being able to fulfill her role as the returning co-chair, a one-year position was added for the year, and was filled by Gauthamie Poolokasingham, who along with her co-chair, was also local to the Toronto area. Aside from the second banquet committee co-chair, the convention committee was finalized by the end of September 2014.

In general it seemed that all committee co-chairs worked well with one another. Most communicated via telephone and email contact. The convention co-chairs shared information with committee members via email. Convention co-chairs continued to use the Dropbox website for storing current and historical information. ConferenceCall.com was used to facilitate group meetings and discussions about convention procedures and logistics. Two large conference calls were held, one in December 2014 and another in June 2015, for all committee members to touch base with one another and to discuss ongoing logistics. In addition, the co-chairs split responsibilities of having smaller meetings/check-ins with each sub-committee, on a routine basis.

There were 9 professionals and 9 students on the committee, which was similar to the committee makeup in prior years. The format of having a returning co-chair partner and mentor a new incoming co-chair continues to work well.

c. Convention Theme

This year's theme, *Perspectives Across the Lifespan: Toward a More Holistic Understanding of Asian American Psychology*, was inspired in part by the keynote address given by Kiran Ahuja in Washington, D.C. Through discussion with the convention co-chairs, president, vice president, Executive Committee members, and convention committee members, it was decided that this theme would allow for a broad range of proposals and hopefully lead to increased attendance at a location that has previously drawn smaller crowds. The Call for Proposals (CFP) was finalized in November 2014. No changes were made to the types of proposals accepted (i.e., interactive sessions, symposia, and posters were all included). Emphasis was placed on promoting the CFP across disciplines and to a variety of allied organizations. Attempts were made to post the CFP on listservs for the ethnic minority psychological associations and various divisions within the APA. All committee members were also asked to distribute the CFP to their respective organizations and colleagues.

With the help of the poster/session teams, the requirement that accepted presenters register for the Convention and that laptops would not be provided to them was highlighted and emphasized to presenters throughout the planning process. Additionally, committee members graciously volunteered to bring their own personal laptops and AV equipment as backups in case any presenters forgot. No significant concerns related to these issues were noted with presenters on the day of the event.

d. Timeline

In general, most of the major decision points of the convention were conducted in accordance to a predetermined deadline. The timeline was pushed up somewhat due to the conference setting in an international locale, to allow attendees ample time to secure funding for and make arrangements for international travel. The timeline was as follows:

By end of September 2014	Fill committee co-chair positions Identify Conference Theme
By end of October 2014	Identify Conference Site Location Identify Keynote Edit Call for Proposals (CFP) Leftover books
End of November 2014	Finalize and Advertise CFP Update AAPA website and contact listservs with CFP Obtain Contract from Conference site
End of 2014	Identify Banquet Location and Entertainment
Jan 12, 2015	Submit revisions for submission portal to website managers
Feb 13, 2015	Identify Proposal Reviewers (Poster, Session, Program) Deadline for Proposal Submission
Feb 20, 2015	Send proposals to reviewers
Mar 13, 2015	Reviews Due. Program co-chairs will follow up with missing reviews.
Mar 23, 2015	Notification to accepted proposals Begin soliciting student volunteers via listserv and Facebook
Apr 15, 2015	Registration portal launched. Early Bird Registration open. (same as APA) Continue soliciting student volunteers via portal and listserv emails as needed.
Apr 20, 2015	Deadline for accepted presenters' proposals

June 1, 2015	Conference Program completed Update AAPA website and contact listservs with final program
June 30, 2015	Early Bird Registration closed
July 22	All online registration closed
July 24, 2015	Confirm lunch, banquet, and special VIP RSVP tickets
August 4, 2015	Pre-convention meeting and dinner
August 5, 2015	AAPA Convention in Toronto
August 7, 2015	AAPA EC Business Meeting/Conference Summary
August 20, 2015	Collect reports from Committees/finalize Conference report
September 8, 2015	Submit final Conference Report to AAPA EC

Contrary to previous years, Andy Elkington (consult.aelkington@apa.org) at APA, was no longer our primary contact for updating the website for the proposal (<http://forms.apa.org/aapa/>), administrator team (<http://forms.apa.org/aapa/adm/>), and reviewer (<http://forms.apa.org/aapa/reviewers/>) portals. Andy put us in touch with Elizabeth Alger (EAlger@apa.org), who was our primary contact. While Elizabeth was helpful in facilitating updates to the portals, she seemed fairly new to the process and often did not know exactly how to make the changes at the time of our initial requests. She became more responsive to edits from the Convention team as she became more familiar with our needs and timeline. It will be important for next year's co-chairs to factor in possible lag time for updating the website and portal when deciding their timeline.

Overall, the process of receiving, reviewing, and selecting proposals went well. Our poster and session teams were able to easily access and utilize the portal websites after the submission period ended. This allowed for quick assignment of proposals to our volunteer reviewers. Reviewers used the same rubric that was developed and utilized in the 2013-2014 Convention year, and the process seemed to go smoothly. In general, the review process went very well. The process of notifying submitters of their acceptance/rejection was modified this year to include feedback from reviewers about one's respective proposal. Inclusion of feedback from reviewers went smoothly and worked to create more transparency in the review process overall.

We integrated convention information with the AAPA website by staying in contact with the AAPA Communications Officer, Steph Pituc (stephpituc@gmail.com). Steph was very responsive to our requests to update the website and post updates to AAPA's facebook page. The convention co-chairs also used Facebook and the AAPA listserv to post updates to the AAPA membership. Posting through both the listserv and Facebook was efficient and effective as it took little time to send out convention updates and reach the majority of AAPA members.

There were relatively few challenges in adhering to the timeline this year. The majority of our timeline was moved up by 6 weeks or more this year in order to allow for earlier notification to accepted presenters (to allow attendees to better plan for international travel). As a result of this, however, our initial proposal deadline was earlier than members are used to, and many people had not yet been notified of the status of their proposals to APA. The convention co-chairs, in collaboration with the EC, acknowledged that many AAPA members decide whether or not to submit their work to AAPA based on whether they will be attending APA. As such, we pushed back the submission deadline, thereby delaying our target notification date by a few weeks.

e. Site Selection

We began our search process by contacting Victoria University in the University of Toronto (location of the 2009 convention). Our focus was primarily on university settings, however we did inquire about other options (e.g., Hart House), but Victoria University was the most cost effective in the end. This location was ideal for a number of other reasons, e.g., easily accessible from APA hotels, accessible via public transportation, reasonable charge for wifi access for all attendees. Unfortunately, the Victoria College building where the 2009 convention was held was under construction this year, so we secured rooms in Northrop Frye Hall and the Emmanuel College building for our breakout sessions and poster session. While it was not ideal to have our programming split between two different buildings, the event staff at the university was very accommodating, and we were able to structure the day's schedule so as to minimize movement from building to building.

Assisting us in the process of planning were a number of individuals in the Events Office at the Marvin Center. Our initial point of contact was Maria Quiroz (m.quiroz@utoronto.ca). She then put us in touch with Cindy Insley (cindy.insley@utoronto.ca) who was to be our primary event coordinator. Maria was initially slow to respond to attempts at contact (both via email and telephone), but Cindy was always timely in her responses. Unfortunately, soon after we finalized our contract with the university, Cindy left her position with the university (in late January 2015), and we were put in touch with her supervisor, Tom Osbourne (tom.osbourne@utoronto.ca), as a temporary event coordinator. Tom notified us in mid-June 2015 that Devonnia Miller (d.miller@utoronto.ca) would be our event coordinator for the day of, and from that point forward, she became our primary contact.

The overall setup in Northrop Frye Hall consisted of 6 separate spaces available for use, including one large lecture hall and five classroom size rooms. We had initially only reserved the lecture hall and 4 of the classrooms, but in order to accommodate our needs on the day of, the event staff decided to set up our catering in an open classroom in order to improve traffic flow during registration and meal times. The main lecture hall (NF 003) was used for the town hall, keynote address, announcements throughout the day, and several of the breakout sessions. Registration was set up outside of NF 003 in the main foyer, while the book sale was set up in the hallway outside of several of the classrooms. Each of the additional four classrooms housed breakout sessions as well as portions of the mentor-mentee reception throughout the day. The poster session took place in Emmanuel College (building next door) in the afternoon. The convention team was allowed access to the site the day before the convention for a walk through of the space and to finalize arrangements for the space (e.g., poster session layout, location of catering).

The total cost for room rental was CA\$3,079.25. This included AV equipment such as projectors, screens, podiums, and microphones (for the larger rooms). We paid an additional CA\$50.85 for an easel and additional wired handheld microphone (used during the book sale and keynote address, respectively) and CA\$17.80 for tablecloths on the registration tables. Setup costs for the for the overall event totaled CA\$282.50. On-site wireless internet access was purchased for use by attendees and totaled \$CA\$355.95 (unlimited users).

The food choices were generally well received by our guests. The early bird breakfast included a number of different pastries and muffins, as well as coffee, tea, water, and an assortment of juices. For an estimated 100 guests at CA\$6.75 per person, this cost CA\$922.65 (including 15% gratuity). Lunch consisted of a buffet style meal that included a sandwich (roast turkey, roasted vegetable, or tuna), pasta salad, cookies, and a drink (canned soda, coffee, tea, or bottled juice). The university offered the boxed lunches at CA\$14.72 (including tax and gratuity) per person, which we then sold for \$15 each (a small per-meal profit of approximately \$4.00). A total of 150 boxed lunches were sold

generating a profit of approximately \$250. The afternoon snack included assorted cookies, coffee, tea, and water (CA\$609.14).

The total invoice amount to the university for space rental and catering, including tax (CA\$845.73), was CA\$7,351.22, which translated to approximately \$5,693.38 (American dollars).

The banquet dinner was held at a separate location from Victoria University. The banquet committee did an excellent job in identifying potential sites for the banquet based on distance from the university, amenities, and cost. We decided to host the banquet at Pearl Harbourfront Chinese Cuisine located at 207 Queens Quay West Toronto, ON M5J 1A7. Our primary contact at the restaurant was Joyce (last name unknown) (pearlharbourfront@gmail.com; 416-203-1233). The cost per person was \$29 (US, including tax and gratuity). We ultimately had 135 attendees at the banquet. The menu included 3 appetizers, 5 main dishes, and 1 dessert. There was a cash bar available for attendees interested in purchasing alcoholic drinks.

The banquet was accessible by foot, public transportation, and car, therefore transportation was not provided by the convention committee.

Overall, the banquet was successfully conducted. The main challenge faced was accounting for VIP tickets reserved, since these tickets were not reserved through Eventbrite. This led to some confusion on the day of, since banquet attendance was to initially have been capped at 120. Thankfully, the restaurant was extremely cooperative and arranged for us to have additional seating for the extra 15 attendees we did not anticipate. Planning the banquet was significantly easier this year due to only coordinating with one vendor (the restaurant) and having both banquet committee co-chairs local to the Toronto area.

f. Co-sponsorships

We did not have any co-sponsors this year.

g. Housing

This year, because AAPA was not being held at a specific hotel site, we were unable to negotiate a special hotel price for attendees. Attendees were encouraged to reserve rooms at APA hotels. This should have been easier for attendees this year since AAPA's registration was launched in mid-April to coincide with the launch of APA's registration.

h. Fee Structure

Registration prices were raised compared to last year in anticipation of increased costs due to an international locale. We again charged a small fee for family members of registered attendees.

2014: early reg \$110; non-member \$135; student \$45; student non-member \$55; family \$5
2014: late reg \$130; non-member \$155; student \$55; student non-member \$65; family \$5
2015: early reg \$115; non-member \$140; student \$50; student non-member \$60; family \$5
2015: late reg \$140; non-member \$165; student \$60; student non-member \$75; family \$5
2015: onsite reg \$150; non-member \$175; student \$70; student non-member \$85; family \$5

Banquet prices remained the same. The prices were: banquet member \$55, non-member \$65, student \$35, and student non-member \$40. The prices for a banquet guest adult (age 13+) was \$65, for a

guest child age 5 to 12 was \$40, and for any child under 5 we offered a free ticket. People were still asked to register their children in order for us to be sure there were enough seats.

Lunch cost \$15 for guests this year, and it was \$15 last year too.

In discussions with the convention team, it was agreed that student volunteers would receive free registration and lunch. We were unable to provide a discounted banquet ticket this year.

In a similar process to last year, all convention team members given complimentary registration and lunch, but instead of complimentary banquet tickets, they were able to purchase discounted banquet tickets. In addition, AAPA paid for a meal following the pre-convention planning meeting. We had this meal at Matagali, 15-20 minutes' walk from Victoria University (69 Elm St., Toronto, ON). In addition, keeping with last year's process, we purchased \$40 gift cards for members of the convention team who could not actually attend in person (2).

i. Invited Speakers

In keeping with past years, the co-chairs sought to invite keynote speaker(s) who would be able to speak to the theme of the Convention. Given that the convention theme emphasized a developmental framework in understanding the narratives of Asian Americans, we approached senior AAPA members whose research and clinical/community work were relevant to a lifespan perspective. We were encouraged by the EC to approach individuals who are from within the organization in order to avoid the cost of travel and lodging. Some of the individuals we initially approached (e.g., Barbara Yee, Terry Gock, Wei-Chin Hwang) declined (as they were not planning to attend this year's convention), yet noted that they would be happy to be part of a future keynote panel. We were fortunate to have a keynote panel of four active members of AAPA (Su-Yeong Kim, Linda Juang, Anna Lau and DJ Ida) who agreed to share their expertise at the convention. Each panelist was asked to focus on a specific topic (i.e., early child development/parenting, young adult development, psychological treatment, and advocacy/policy). Together, the four panelists were able to provide a comprehensive picture of Asian American experiences.

In addition to our keynote panelists, we invited several others to speak at the convention. In keeping with past years, the AAPA Leadership Fellows, Gagan "Mia" Khera and Yuen Shan Christine Lee, were invited to present a session highlighting their experience as leadership fellows. AAPA Vice President, Helen Hsu, was invited (along with Linda Forrest from APA) to present on the process of revising the Code of Ethics to be more culturally inclusive. This was a follow-up to a workshop presented by Helen Hsu and Lisa Tien at the 2014 convention.

As has been done in past years, the 2014 AAPA Dissertation Award winners and those who received honorable mentions were also invited to present. The three individuals shared one session and each presented on their dissertation research. Additionally, the 2014 Early Career Award winner research (there was no early career award for service last year) was also invited to present on his work, but he (Derek Iwamoto) was unable to attend the convention this year.

Finally, the AAPA Divisions and special interest groups were offered an opportunity to hold a lunch time meeting. Those who accepted the offer to hold a meeting included, the Division on Students, Division on South Asian Americans, Division on Filipino Americans, Division on LGBTQ Issues, and a joint meeting of the AAJP Editorial Board and Practice Task Force.

j. Program

The program structure remained similar to that which has been used in previous years. The day began with the early-bird meet and greet and breakfast, followed by opening remarks and the keynote address. In the final weeks before the convention, the EC and Convention Co-chairs together decided it would also be important to hold a town hall meeting for AAPA members to be able to share/process their reactions to the contents of the Hoffman report, released earlier in the summer. This town hall was held in the hour before the opening remarks, coinciding with breakfast and the early-bird activity. The first of our three breakout sessions was held before lunch and upon completion of the last session we held our poster session. A small break between the last session and the poster session was also included in which snacks were provided to attendees. Given the layout of the space we rented, we were able to have one large poster session rather than two poster sessions as has been done in previous years. This year, we decided to hold afternoon announcements/awards following the poster session rather than after the mentor-mentee reception. The mentor-mentee reception followed the afternoon announcements, which included general announcements and awards. Moving the announcements to earlier in the day allowed those who did not plan to attend the mentor-mentee reception to have a small break in the day before the evening banquet. This schedule change seemed to be well-received by all in attendance.

This year there was room for 14 sessions, 3 of which were predetermined. The acceptance rate for sessions/symposia was 50% (11/22) and for posters was 86% (55/64).

k. Innovations

Innovations to the program this year included:

Social Media Volunteers. This year, we had 3 designated social media volunteers for the duration of the day. These volunteers were given access to post photos and status updates about the convention to AAPA's Facebook and twitter pages. This allowed us to have a steady online presence throughout the day, and giving the volunteers access to AAPA's pages reduced the load on the Communications officer and Convention co-chairs related to consistent posting of the day's events.

Submission feedback. In a continuation from last year, we again provided written feedback to proposal submitters from reviewers. To facilitate this process reviewers were asked to provide qualitative feedback on the proposals they reviewed. The narrative feedback was then included in the acceptance/rejection emails sent to submitters.

Purchase of Poster Boards: Similar to last year, the Executive Committee agreed to commit \$200 this year for student posters. This amount was thought to be adequate to cover the majority of the cost for poster boards from year to year, with the option of contributing additional amounts as necessary from convention fundraising efforts.

Eliciting EC involvement in advertising registration: This year, several EC members committed to email the AAPA listserv to share why they were excited about this year's convention. We spaced out the e-mail blasts leading up to the close of online registration, and it's believed this had a positive impact on online registration. We recommend continuing this effort for future conventions.

Publicizing Keynote and Schedule at a glance ahead of releasing the full program: This year, we also publicized the keynote address and the schedule at a glance via the listserv and Facebook page. This allowed registrants to start planning their schedule and build excitement for the program ahead of the convention. We recommend continuing these efforts as well.

I. Awards

In general, Helen Hsu (Vice President of AAPA) was in charge of the awards procedures (e.g., contacting guests, making certificates or plaques, providing honorary/complimentary banquet tickets). Some awards winners were announced at the convention's Afternoon Remarks, whereas others were announced at the Awards Banquet and printed in the Banquet Program. Kevin Nadal chaired the AAPA Awards and AAPA Fellows committees. Jocelyn Buhain and Brandon Yoo took on duties of the Student Travel and Dissertation Awards. Both communicated the winners of the awards to via the regular channels (e.g., website, listserv), and the student travel award winners were also sent directly to the convention committee. The winners are noted below:

Stephen Chen, Ph.D.	APF Okura Mental Health Leadership Foundation Fellowship
Richelle Concepcion, Psy.D.	AAPA Early Career Award for Distinguished Contribution to Service
Munyi Shea, Ph.D.	AAPA Early Career Award for Distinguished Contribution to Research
No winner for 2015	AAPA Okura Community Leadership Award
Alvin Alvarez, Ph.D.	AAPA Distinguished Contributions Award
Nolan Zane, Ph.D.	AAPA Lifetime Achievement Award
Alicia Ibaraki	AAPA Dissertation Research Grant

Celebratory remarks were also given to outgoing officers during the convention itself.

Sumie Okazaki, Ph.D.	Outgoing President
Kelly Liao, Ph.D.	Outgoing Finance Officer
Nellie Tran, Ph.D.	Outgoing Board of Directors
Jocelyn Buhain, Ph.D.	Outgoing Board of Directors

During the convention's closing remarks, the following awards were announced: Best Poster, Student Travel, Division on Students, Division on South Asian Americans Student Award, Division on Filipino/a Americans Student Award, and Best AAJP Paper. The Student Travel Award winners were Adam Beaupre, Tiffany K. Chang, Andrew Young Choi, Cindy Huang, Alicia Ibaraki, Joel Jin, Tae Hyuk (Brian) Keum, Helen Kim, Ma Pui Kwan, Susanna La, Yun Lu, Jane Pak, Asmita Pendse, William Tsai, and Lay Vang.

m. Attendance

Taking into account pre-registration and on-site registration, **overall attendance was 175 guests (not including family members)**. While this number was lower than last year's attendance (which was 201), it was much higher than anticipated given attendance at the 2009 Toronto convention. The total guest count based on online registration was:

66 AAPA members (6 late registrations and 1 on-site registration)
9 non-AAPA professionals (1 late registration and 3 on-site registration)
77 AAPA students (4 late registrations)
23 non-AAPA students (3 late registrations and 4 on-site registrations)
20 family guests

Based on pre-registered online numbers, **banquet ticket purchases were 113**. Actual banquet attendance was 135, which was higher than anticipated (120). At the time online registration closed, we knew we had the following guests booked:

43 AAPA members

50 AAPA students (this includes 12 for Minority Fellowship Program who are allowed the student member rate)

1 non-AAPA professionals

6 non-AAPA students

8 guest adults

4 guest children age 5-12

1 guest children under age 5

n. Budget and Revenue

The convention co-chairs are not given an actual budget to plan. Instead, estimates from prior conventions are used to make determinations about how much things should cost. At the close of the convention, it seemed we had a surplus of \$3664, or about \$30 per guest. Factors contributing to this year's surplus were as follows: strength of US dollar compared to Canadian dollar, decreased AV and catering costs at convention venue, minimizing the number of vendors involved, and higher than anticipated attendance.

SUMMARY	
Total Revenue	\$20,948.24
Total Expenses	\$17,284.21
Surplus/Loss	\$3,664.03
Surplus/Loss per Attendee	\$29.55
Attending	175
Paying (Attending minus complimentary registrations)	124

REVENUE	
Early Bird Registration	
professional member	\$6,785.00
professional non-member	\$700.00
student member	\$3,650.00
student non-member	\$960.00
After Early Bird Registration	
professional member	\$840.00
professional non-member	\$165.00
student member	\$240.00
student non-member	\$225.00
On-site Registration	
professional member	\$150.00
professional non-member	\$525.00
student member	\$0.00
student non-member	\$340.00
OPTIONAL	
lunch	\$945.00
banquet professional member	\$2,805.00
banquet professional non-member	\$65.00
banquet student member	\$1,470.00

banquet student non-member	\$283.24
Convention guest	\$100.00
Registration Total	\$20,248.24
banquet payment (APA MFP, paying guests)	\$700.00
donations	\$500.00
Total Revenue	\$20,948.24

EXPENSES

Committee and Speaker Costs

Planning committee complimentary registration (professionals)	\$920.00
Planning committee complimentary registration (students)	\$400.00
Student volunteer complimentary registration	\$1,750.00
Planning committee discounted banquet (professionals)	\$245.00
Planning committee complimentary banquet (students)	\$105.00
Student volunteer discounted banquet	\$0.00
Planning committee complimentary lunch	\$240.00
Student volunteer complimentary lunch	\$525.00
Keynote honoraria (complimentary banquet)	\$220.00
Keynote travel/lodging	\$0.00
Total Committee and Speaker Costs	\$4,405.00

On-Site Expenses

Meeting room rental	\$3,110.47
Insurance	
Total on-site Expenses	\$3,110.47

Food & Beverage/Events (includes gratuities)

Morning coffee and snacks	\$557.24
Boxed lunch	\$1,175.72
Coffee breaks (mid am & pm)	\$389.15
Banquet (paid)	\$3,299.93

Banquet (complimentary)	\$412.50
Food & Beverage/Events Total	\$5,834.54
Miscellaneous	
Award plaques	\$500.00
Poster Award	\$100.00
Poster Boards	\$151.32
Shipping Cost (to next conference site)	\$500.00
Convention program packets, badges, printing	\$1,000.00
departing officer gifts	\$500.00
Transportation to banquet (buses & taxis for disability access)	\$0.00
Event Brite fees	\$679.46
Meeting Organizer Total	\$3,430.78
Sub Total Expenses	\$16,780.78
Contingency Fund	\$503.42
TOTAL EXPENSES	\$17,284.21

REGISTRATION COMMITTEE REPORT

Co-Chairs: Joe Nee & Ankita Krishnan

Important Registration Dates

- Launch Registration: April 22nd, 2015
- Early Registration Closed: June 30, 2015
- Late Registration Closed: July 21, 2015
- Convention Date: Wednesday, August 05, 2015

2015 Registration Totals (Compared to 2013 & 2014 Registration Totals)

	2013	2014	2015	% Change from 2014
Total Conference Registrants	184	185	195	+5%
Early Conference Registration	141	93	171	+84%
Late Conference Registration	5*	22	14	-37%
On-Site Conference Registration	14 (7 students, 7 professionals)	15 (6 students, 9 professionals)	10 (4 students, 4 professionals, 2 guests)	-.33%
First-Time Attendees	62	60	58 (approx..)	-3%
Total Professionals (conference/banquet)	87/62	62/49	75/48	+21%/-2%
Total Students (conference/banquet)	102/61	101/57	100/48	-1%/-16%
Total Family Members		7	20 (guests)	+185%
Total Members	45	98	161	+64%
Lunch	123	99	118	+19%
Mentor-Mentee Reception (Yes or Unsure)	48	73	103 (yes)	+41%
Banquet	198	145	120-122	-17%
CEUs	3 (onsite only)	0		

Trends and Analysis

Attendance increased across most areas, especially in early bird registration (+84%; close to 88% of all registrants used early bird registration) and number of AAPA members registered (+64%). There continued to be the option for family members of AAPA participants to register for a discounted rate. This year, we had slightly less on-site registration in comparison to the previous 2 years, but it was more than expected, considering that the convention was in Toronto (traveling issues internationally, increased costs for traveling to Toronto, etc.). There was a marked increase in the number of registrants who indicated that they would like to participate in the Mentor-Mentee Reception this year (+41%).

Online Registration Service

EventBrite was a successful platform for the AAPA Convention registration in all three years. The Registration Co-Chairs were able to copy the EventBrite registration set-up from 2014 and update the relevant information for the 2015 Convention registration. In addition, the AAPA Paypal account and EventBrite system allowed for pre-registration purchases for members and non-members, refunds, on-site registration using credit cards, and book sale purchases using credit cards. The Eventbrite staff was responsive to our questions and that was helpful in resolving the tax and payment issues. The AAPA financial officer was able to communicate with the executive board to submit the necessary documents for the Paypal payment system. The Registration Co-Chairs were able to track purchases weekly and create reports.

The “Discount Code” option was helpful for special guests receiving a complimentary discount/ticket. We strongly encourage the discount code option for next year, having special guests self-register through EventBrite and apply the discount code when registering, in order to reduce workload, avoid confusion, assist in keeping better track of attendees, and collect helpful information (e.g., are they bringing guests, do they want a veg option, etc.). The discount code option was also utilized to register volunteers for their complimentary registration and lunch tickets. However, some problems arose as some volunteers registered for convention without the use of the codes, and needed to be refunded prior to re-registering. There were issues with the discount codes initially, with a limited number of the discount codes being issued. To remedy this, the discount codes needed to be unrestricted by quantity. We would recommend continuing to use a general volunteer discount code to avoid confusion and unnecessary clutter in the future. The code would continue to allow the system to recognize the registrant as a “volunteer” and provide the discounts automatically. Eventbrite’s discount system does not allow both percentage and numerical discounts, which required two separate discount codes to be created for the convention committee (one for registration and one for banquet).

Disadvantages of EventBrite continue to be (1) the fees charged (3.5% + \$0.30) per ticket plus the PayPal costs; (2) some of the rigidity of the platform (e.g., not being able to insert headers to separate the different programs). We thought about using credit card scanners, but the compatibility of the software requires a certain type of reader which would only work on a specific iPads. As a result, we continued to use on-site laptops to register participants and accept credit card transactions.

The registration committee explored the option of Picatic which has lower fees (3.0% + \$0.30) per ticket compared to PayPal costs (3.5% + \$0.30 per ticket). However, Picatic requires the use of the Stripe payment system, which is not as widely used as Paypal. Additionally, the setup and design used in Eventbrite would not be able to be copied over and integrated into Picatic. Thus, if the convention committee were to go with Picatic for future conventions, the design would need to be completely re-created. It is recommended that Picatic be further explored as an alternative for Eventbrite, however, it may be more convenient and simpler to remain with Eventbrite.

The Registration Co-Chairs maintained open communication with the Banquet Co-Chairs, Volunteer Co-Chairs and Mentor-Mentee Co-Chairs leading up to the convention. A suggestion for next year would be to ensure that lists of volunteers, banquet attendees, and registrants for the Mentor-Mentee reception are cross-checked between the committees to ensure that a solid and final list is ready for the day of the convention to check off individuals attending from each list.

Badges

This year, we used the Avery badge-making program that was provided with the name badges purchased. This program was easy to use and allowed for easy printing of the name badges. We had to purchase new badges this year, purchasing 400 to ensure that we would have a sizeable amount remaining for next year's convention. Based on suggestions from last year's convention committee members, we used name badges that could be attached onto lanyards (as opposed to pinning them) for easier wear and use. There was a positive reception from members on this change, and we recommend the same format for next year's badges. Additional badges were also created for guests who registered on-site.

- Stickers were used on the front of the badge to indicate conference registration (red), lunch options (blue, yellow, or green), and banquet purchases (star). This year, we had to order more ribbon badges and should have a surplus of badges for next year. Additionally, we combined the "speaker" and "presenter" badges into just "presenter" badges for all individuals presenting (poster presenters, key note speakers, symposium speakers, etc.) to reduce confusion among the different types of presenters. Badges were inserted and alphabetized ahead of time in order to save time on the day of the convention. A note for next year would be to keep all the lanyards separate from the badges and have attendees attach the lanyards onto the badges for ease of transportation and organization on the registration tables. For name badges, title/position and location were typed on the badge. This year, preferred gender pronouns were also added onto the badge and received a positive reception from many of the registrants.

This year, due to having no raffle and there being a cash bar at the banquet venue (for purchasing drinks), the stars on name badges served as the "tickets" for banquet attendees. Although this was communicated to most registrants, it may be helpful to give wristbands (for example) to all banquet attendees in order to ensure that only those who purchased a banquet ticket will be allowed in the banquet venue. This may also help keep track of the exact numbers of individuals who purchased banquet tickets.

General Comments and Suggestions

- An hour is needed to get the registration table fully set-up on the day of the convention in order to accommodate the early rush of registration, setting up the laptops, obtaining internet access, getting EventBrite loaded, and training volunteers.
- It was very helpful to have volunteers arrive an hour before the convention to explain the registration process to them; additionally, they were very helpful in setting up the registration tables with the Registration co-chairs. In the future, Registration and Volunteer co-chairs should continue communication before the convention, and having a list of instructions for on-site registration ready beforehand may be helpful for volunteers (since volunteers come in different shifts). We would recommend continuing to have 6-7 volunteers for the first shift of registration since morning hours tend to have the most traffic. Registration slowed down throughout the latter course of the day.
- Having the internet username/password readily available for use at the convention site made internet access easier this year.
- It is recommended that either a spreadsheet or form is ready and pre-made before the convention to account for all cash purchases on-site (on-site registration, banquet ticket, lunch purchases). Writing

down each cash purchase made it easier to check actual registration numbers at the end of the convention, since Eventbrite reports only account for online purchases and not those paid with cash.

- It was helpful to have two volunteers just for on-site registration to ensure that at least one volunteer knows all of the pricing options for on-site purchases (and is in charge of the cash box), and the other can help participants navigate the registration process on the laptop. In addition, it would be helpful to have at least 1-2 volunteers familiar with the online on-site registration process, as navigating through that was a bit confusing and time-consuming at the morning of the convention (this was resolved by the time individuals had to register online).
- Next year, we would recommend having 2 cash boxes if available, to keep one for on-site registration and one for book sale cash purchases. In addition, some on-site registrants asked for receipts when paying with cash; it would be helpful to keep a receipt book ready with on-site registration volunteers to ensure that this is taken care of.
- Having 2 laptops available for on-site registration was helpful and did not appear to cause any problems with people waiting in line to register. If possible, using tablets for on-site registration (and book sales) may be helpful for ease and speed with online registering next year.
- There was an estimated number of banquet tickets (20) available for on-site purchase on the day of the convention. Having multiple copies of a list of all registrants who purchased banquet tickets would be helpful, so that the banquet committee co-chairs also have a copy of the list at the actual banquet.
- Using star stickers as banquet “tickets” reduced the time needed to spend with any physical tickets and was easy to explain to all registrants.
- Like the previous year, volunteers received free registration and lunches. It was helpful having all discount codes available during early bird registration so that registration co-chairs could ensure enough discount codes were available on Eventbrite.
- There was no merchandise available for sale this year.
- The buffet system for lunch seemed to work well this year; we would recommend reminding all registrants of their lunch options (as indicated by the color sticker on their name badge) as some forgot which option they chose, to ensure that we would have enough food available.
- Although there were electronic spreadsheets of all registrants, it would be helpful to have these printed out and given to the registration volunteers and committee co-chairs to cross-check attendees and resolve any issues that may have occurred with registration (i.e., people not having name badges, individuals who did not pay for lunch, etc.). This would also help to ensure that all volunteers are accounted for before the day of the convention.
- For on-site registration, we disabled the surveys on the second page of the registration portal (e.g. Mentor-Mentee information, lunch sessions, etc.) to allow for faster processing of information.
- On-site lunch purchases were all paid through cash. Out of the extra 20 boxed lunches available on-site, 7 were purchased. There were 2 registrants who indicated they wanted a lunch but did not actually purchase one from Eventbrite.
- For next year, it is recommended to double-check the number of lunch orders and the actual orders purchased.
- This year, the majority of registrants opted for early bird registration. It was helpful that early bird registration was available by the end of April to start sending out information about the convention early on.
- We would recommend continuing to encourage that across the different AAPA list serves and APA divisions. We would also recommend more social media activity and reaching out to other APA divisions/AAPA subdivisions more often to increase publicity and participation for the convention. Some divisions include: Division 35 Section 5 (Asian Pacific American Women), Division 45, Division 17 International Section, Division 12 Section 6 (Ethnic Minorities), and all the AAPA subdivisions (DoS, DoSAA, Division on Women, DoFP, and Division on LGBTQ).

- It is recommended that a quick inventory of all registration supplies is conducted BEFORE *and* AFTER the convention, so that we know how many supplies were used and are needed on the actual day of the convention. This year, conducting an early inventory of all supplies was helpful in ordering registration supplies well in advance of the convention. It is recommended that whoever is in charge of registration supplies next year also does the same.
- Keeping in constant contact with Monique and Nori was helpful so that any issues that needed to be addressed on the day of the convention (number of AAPA Fellows arriving at banquet, any banquet ticket refunds, any holds/reservations) were discussed beforehand. They were also very responsive and supportive throughout!

PROGRAM COMMITTEE REPORT

Co-Chairs: Arpita Ghosh and Elsa Lee

August 22, 2015

I. Overview of activities

- a. Coordinate with session and poster committees regarding accepted submissions for the program.
- b. Coordinate with registration, book sale, volunteer, and mentor-mentee committees to obtain information for the program.
- c. Complete drafts of the Convention Program.

II. New tasks/assignments

- a. Research travel options for the Convention Program such as travel to convention from airport, parking at convention, and parking at banquet hall.

III. New ideas/innovations

- a. See section VI

IV. Challenges faced

- a. It was difficult to include the poster judges' information in the first draft as they were recruited later on in the summer.

V. Cost of purchases

- a. Printing costs?

VI. Suggestions for improving next year

- a. It may be beneficial to have firmer deadlines for next year's convention program. We made several last minute edits this year (e.g. addition of co-authors) which could have held up the printing process.
- b. We may want to consider requesting information in advance of the deadline. This year, we gave committee members approximately two weeks to provide us with the needed information. It may be helpful to consider giving members three weeks with a reminder.

VII. Appendices

- a. AAPA final program

SESSIONS COMMITTEE REPORT

Co-Chairs: Anne Saw, Ph.D. and Ariane Ling, BA

AAPA 2015 Convention
Toronto, Canada

Statistics

Sessions Submitted:	15	Sessions Accepted:	7
Symposia Submitted:	7	Symposia Accepted:	4
Invited Sessions:	3		

Rating System

The Sessions and Posters teams agreed to utilize the same rating system revised for the 2014 conference. This year, using a 5-point scale (1=poor to 5=excellent), reviewers judged each proposal on the following eight criteria:

- Choice of Topic
- Membership Appeal
- Theoretical Framework
- Methodology/Mode of Inquiry
- Interpretation of Results
- Innovation and Creativity
- Contribution to the Field
- Relationship to the Convention Theme

Additionally, Reviewers provided a response on their overall impression of the proposals' acceptability using the following items: definitely accept, accept with changes, or or reject. Reviewers were also required to provide qualitative comments and constructive feedback on the proposals.

Summary of Process

Session co-chairs helped to draft the call for proposals and call for reviewers. After the proposal submission deadline passed, the session co-chairs collaborated with the poster co-chairs to evenly distribute proposals across reviewers. It was collectively decided that doctoral level reviewers would review presentations and reviewers who have not reached the doctoral level reviewed poster sessions.

One session co-chair made a draft of the reviewer assignments and the other session co-chair reviewed and provided feedback to reach consensus on the assignments. Next, the reviewer assignments were sent to the poster co-chairs to double-check all reviewers had a similar number of assigned proposals.

Each proposal was blindly reviewed by two reviewers using the on-line portal. To simplify the rank-ordering process, we averaged the two reviewers' ratings of each proposal and rank-ordered proposals based on their average ratings. The number of sessions and symposia to accept was determined by the number of open slots and fit with the conference theme.

Similar to last year, the sessions co-chairs adjusted the mean ratings for interactive session proposals, taking out the ratings for two criteria (i.e., methods and results) due to the criteria not being applicable for interactive

sessions. After adjusting the mean ratings for the sessions, and putting the sessions and symposiums together, the sessions co-chairs looked at the top rated proposals to fill the 11 session slots that we had. Because one session proposal from a previous year was mistakenly uploaded, reviewed, and ranked favorably enough to gain acceptance, we consulted with the conference co-chairs to determine, based on rating and fit with conference theme, which session proposal would fill its place.

Please list any new ideas or innovations you tried to implement (including ones that you considered that we did not implement).

- We used the average ratings between two reviewers to rank-order the proposals
- Restricted review of sessions to only doctoral level reviewers.
- While the current committee did not implement this change, future co-chairs might consider creating a dedicated email address for the Sessions committee.

What are the challenges your committee faced this year?

- Balancing interactive vs. symposium sessions. This year (and maybe recent years?) seemed to be skewed towards far more interactive than symposium sessions. The Convention Committee may need to decide if the conference would like to make greater efforts to balance out interactive and symposium sessions.
- Reviewers informed the committee that the Portal did not save their rating and qualitative feedback if they had wanted to return to and complete their response at a later time.
- We experienced administrative problems with the Portal such as doubling or sometimes tripling of session listings once reviewers were assigned. This problem was resolved by contacting the conference Co-Chairs.
- One reviewer had provided an email address that was no longer active once they were invited to review sessions. This was resolved by contacting the reviewer after we noticed reviewed had not been completed by the proposed deadline.
- We experienced technical issues with the Portal including difficulties saving and assigning poster sessions to reviewers.

Costs of purchases (e.g., leis, office supplies)?

- None

Suggestions for improving next year?

- Modify review criteria so that criteria for theoretical/conceptual proposals are different than proposals of empirical studies. It seems that conceptual proposals tend to get reviewed far more favorably than empirical ones. This appeared to be the case (for the most part) with the session proposals.
- Create separate rating/review instructions for sessions and symposia proposals; a rubric without the methodology and results criteria. Sessions committee will need to work with the portal administrators to upload different rating criteria for symposia and interactive sessions.

- Continue using clear outline of responsibilities that delineates separate responsibilities of poster, program, and sessions co-chairs. There is much overlap between the Poster and Session committees; perhaps future committees can combine efforts in a more systematic way.
- Continue to follow a timeline of deadlines including submission of proposals, completion of reviews, notification of acceptance/rejection, presenter notifications to attend, etc.
- Make sure program co-chairs, session co-chairs, and poster co-chairs have access to this document.
- Continue to inform session co-chairs before the rank-ordering process of how many slots are available for each presentation type (interactive session and symposia)
- Continue to use google drive or some other similar program to work with poster co-chairs on assigning reviewers to proposals and tracking confirmation of acceptances
- Continue using average scores to decide acceptance/rejections. If there is a tie or need for clarification, then use subjective ratings (definitely accept, accept as poster, reject) to help in deciding who to accept/reject. Making decisions with the Convention Co-chairs, session co-chairs (and poster co-chairs) was particularly helpful so that everyone was on the same page.

POSTER COMMITTEE REPORT

Co-Chairs: P. Priscilla Lui and Kimberly Langrehr

A. OVERVIEW

1. Statistics on Proposal Submissions and Acceptances

- a. Poster submissions: 64
- b. Acceptances (from poster proposals): 55
- c. Rejections (including the initial alternate list): 7
- d. Additional posters (converted from sessions proposals): 0
- e. Total # of poster authors who agreed to attend the convention: 54
- f. No-Shows/Missing Posters (due to weather, other reasons): 2

2. Recruitment of Proposal Reviewers and Selection of Posters

- a. Email sent to AAPA listserv and posted on AAPA Facebook page inviting members to volunteer to review proposals on 1/12/2015.
- b. Final number of poster reviewers: 29. All completed review assignments.
- c. Each non-doctoral reviewer was assigned 4 poster proposals, and each doctoral-level reviewer was assigned 4 session and 4 poster proposals. Each proposal was assigned to 2 independent reviewers. Attempts were made so that each poster proposal was assigned to at least one doctoral-level reviewer and all session proposals were reviewed by doctoral-level reviewers only.
- d. Poster and Sessions Committees worked together to assign proposals to reviewers and edit online submission/review portal (*forms.apa.org/aapa/admin*).
- e. Deadline to submit reviews by proposal reviewers: 3/23/2015.
- f. Reviewers rated each proposal on 8 criteria using a 5-point Likert scale
 - i. Criteria for judging used: Choice of *Topic*, *Membership Appeal*, *Theoretical Framework*, *Methodology/Mode of Inquiry*, *Interpretation of Results*, *Innovation & Creativity*, *Contribution to the Field*, and *Relationship to Convention Theme*.
- g. Sum of scores of each reviewer was calculated for each poster and averaged over two reviewers.
- h. Several emails were sent to the reviewers reminding them of the deadline for completing poster reviews; this helped get all the reviews in on time.
- i. Selection of top proposals was primarily based on average reviewer score. In cases of score discrepancies across the two reviewers, written comments were taken into account. All proposals received consistent reviews; therefore, a third reviewer was not necessary to resolve discrepancies.
- j. Email sent to authors informing them of acceptance/rejection: 3/30/2015.
- k. Authors of accepted proposals were asked to inform poster committee about their decision by 4/20/2015. A number of reminder emails were sent to authors who did not respond by this date.

3. Recruitment and Number of Poster Judges

- a. Call for volunteers to judge posted on AAPA Listserv: 6/2/2014.
- b. Reminder emails to recruit judges: 6/16/2014.
- c. Individual email invitations sent to specific members: 18 total.
 - i. 8 accepted and served as judges.
 - ii. 1 declined, but agreed to serve as a backup judge

- iii. 2 accepted late and agreed to serve as backups.
- iv. 3 were not attending AAPA
- v. 2 declined because they were first authors on a poster
- vi. 2 never responded
- d. Total number of judges: 13 total and 3 backups

4. Poster Judging Process

- a. Each judge was assigned to independently evaluate 8 posters. Possible conflicts of interest were taken into account when assigning posters to the judges. Posters were randomly assigned to judges.
- b. Each poster was initially assigned to 2 judges.
- c. Judges packets were emailed to volunteers: 7/29/2015.
 - i. Judge's welcome letter with detailed description of the judging process.
 - ii. Attached document: Assigned poster information (title, abstract, & summary) and Poster Evaluation Sheet.
- d. The welcome letter and poster evaluation sheets were printed and provided to each judge on the day of the Convention as s/he arrived onsite.
 - i. Welcome letter and information to judges – personalized, information varying by timetable of session assigned and by poster assignments (see attachment to this report).
 - ii. Number, titles, and first-authors of the posters.
 - iii. Poster Evaluation forms (1 for each poster) (see attachment to this report).
- e. Judges were highly encouraged to begin their evaluations prior to the poster session, and the majority of the judges took advantage of this opportunity.
- f. **Time Table**
 - i. PHASE 1: Independent evaluation of assigned posters (25 minutes). Judges were asked to select their top poster.
 - ii. PHASE 2: Judges convene in a designated room (Room 105) to deliberate/discuss top posters (15 minutes); this meeting was moderated by Hyung Chol Yoo, to avoid the conflict of interest of the poster co-chairs, who each had a first-author poster presentation. Judges selected the top 3 posters for discussion and review.
 - iii. PHASE 3: Judges return to the floor to re-evaluate poster finalists and decide on one winner (20 minutes).
- g. As a group, judges discussed among themselves how they would narrow down to a short list of final candidate winning posters. Hyung Chol Yoo remained in the room to answer any questions or address any concerns about the judging process; Nor did he or the co-chair participate in selecting the poster award winner.
- h. Delays and Challenges:
 - i. Unlike years past, the judging process went relatively smoothly. This was because most of the judges took the opportunity to review their assignments prior to the poster session.
 - ii. Poster co-chairs did not participate or facilitate in the discussion and the selection process due to potential conflict of interest.
 - iii. The judges were confused as to whether the poster competition is limited to students only or open to all poster presenters.
 - iv. Because judges were asked to identify their top choice prior to convening, it did not prove to be very difficult or time consuming to narrow down the finalists. The judges initially identified 4 to 5 posters to discuss, and were then able to narrow it down to two finalists. Judges then voted blindly and independently to arrive at the winner.

5. Poster Trifold Boards

- a. Poster trifold boards were provided by the Planning Committee, which helped the poster committee and presenters tremendously!
- b. Trifold boards were purchased (by Convention Co-Chair Monique Kulkarni) online, and mailed to Michelle Lee, who lives close to Toronto, prior to the Convention. A decision was made to purchase one-ply tri-folds, as this proved to be sufficiently sturdy for the posters.
- c. Mounting supplies included small clips and push pins were retained from last year.
- d. The trifold boards all remained in good quality. They were recycled by the representatives of the University of Toronto at Victoria University.
- e. Emails were sent to all poster presenters informing them about tri-fold dimension, poster details including poster template, and instructions to mount the posters onto the trifold boards: 6/25/2015.

B. NEWLY IMPLEMENTED TASKS

1. Feedback to Proposal Authors

- a. Consistent with last year, written feedback as well as numeric ratings were required from reviewers. A very small number of reviewers did not provide written comments for a couple of poster proposals. Follow-ups in the future may be necessary to ensure uniform feedback to proposers.
- b. The written feedback was provided to the first author for each poster proposal. There were no inquiries or concerns about the reviews from poster authors; some authors indicated that they appreciate the narrative feedback.

C. COSTS

1. MATERIALS

- a. Tri-folds and binder clips (see convention co-chairs' section); poster co-chairs were not in-charge of purchasing the tri-folds this year.

BOOK DRIVE COMMITTEE REPORT

Co-Chairs: Kathy Nguyen Li and Michelle Lee

I. Statistics:

	2013	2014	2015
# of Books Donated	84 + 1 DVD	100 + 1 DVD	172 + 5 DVDs
# of Publishers Contacted	80	89	86
# of Publishers Donated	19	19	32
# of Authors Contacted	1	30	26
# of Authors Donated	1	10	3
# of Books Sold	57 + 1 DVD	71 + 1 DVD	146
# of Books Leftover	21 (donated to library)	29	31
TOTAL SALES	\$940.94	\$939.13	\$1513.00

II. Overview of Activities

This year, we set a goal of receiving at least 100 book donations from various publishers. In November, Kathy and Michelle discussed strategies to achieve this goal, and Kathy cleaned up the book list from 2014, removing contacts who had not been responsive to e-mails for at least 2 consecutive years. In December and January, Kathy and Michelle researched and added more than 200 new books to the list. In March, Kathy and Michelle sent out initial e-mails requesting donations from publishers and authors. Kathy was responsible for contacting previous contributors, and Michelle was responsible for contacting new publishers and authors. From April-May, we had planned to send out follow-up e-mails to contacts we had not yet heard from, but were delayed due to schedule conflicts and external events. Upon learning that we had already met and far exceeded our goal this year by receiving over 150 donations by May, we decided that we would not send out the follow-up e-mails this year. We felt that it would be better to save potential contributors for next year, so as to not exhaust contributors by asking them to donate every year.

This year, we received a 75% increase in book donations compared to last year! Donations were higher this year in large part due to Michelle's professional connections in the Publishing Industry, particularly Penguin Books. Michelle and Kathy also donated books from their own collection.

In determining the pricing strategy, we decided to organize all books into price categories of \$10, \$20, \$30, \$40, and \$50. This would allow co-chairs to determine what price point we felt books were likely to sell at, as some books' retail prices were very high (e.g., \$70-\$300). We felt that this would also attract more interest as attendees would know how much books cost. We felt that this would also simplify discounts over the course of the day as it would be more easy to calculate.

On convention day, we used the following pricing strategy:

- no discount at start (since books were already discounted from retail in order to place them into a price category)
- 25% off listed price (e.g., price category) during lunch from 11:30-1
 - optional 50% off listed price from 12:15-1 pm if purchases were slow, which we implemented
- 25% off listed price from 1-3 pm
- 50% off from 3-4 pm
- from 4-5 pm, we implemented “flash sales” at discounts of 75% and again at 80%.
- after 5 pm until close of convention, books were sold at \$10 each

Books were sold at the following distribution:

- No additional discount: 13 books sold
- Lunch 25% (11:30-12:15): 3 books sold
- Lunch 50% (12:15-1): 30 books sold
- 25% (1-3 pm): 15 books sold
- 50% (3-4 pm): 21 books sold
- 75% and 80% Flash Sales (4-5 pm): 48 books sold
- \$10 all books after 5 pm: 7 books sold

III. New Tasks Assigned This Year

- N/A - There were no new tasks.

IV. New Tasks or Innovations

- Over 200 new books were added to the book list, including more children’s books, cookbooks, and fiction.
- Skype meetings were set throughout the year (November, March, 2x July), which helped facilitate communication and follow-up around goals
- Rounding prices to the nearest 10s, from \$10-\$50, which made discount calculations easier as well as visually advertising prices to attendees. Books were organized by price categories (e.g., \$10, \$20, etc.) rather than genre this year. We hoped this would attract reluctant buyers if they could see that prices were as low as \$10. We had planned on dividing books into genres within their price categories, but ultimately did not do this as it felt too cumbersome with the limited table space.
- We considered offering a promotion of Buy 3 books, get 1 free, but did not use this as other discounts seemed effective.
- We coordinated with Sessions co-chairs to seek help from seminar leaders in promoting the Book Drive the day of the Convention. Based upon feedback from attendees, however, it appeared that many leaders may not have done this.
- We set up one end of the tables as “Check Out Station,” where members could sit down to input their credit card information into computers.

V. Challenges faced

- Initially, the co-chairs were unsure whether we would be able to drive to the Convention this year and, thus, we were unsure where to have the donations be mailed. Ultimately, Michelle was able to drive and so books were mailed to her parents’ address, where there was more space for the books. Because co-chairs may not necessarily be located in the area where the Convention is held, this can be a challenge for determining where books are mailed and how they will be transported to the convention.
- Due to this year’s Convention taking place in 2 separate buildings at different times of the day, the Book Drive was required to move twice over the course of the day. The move was eased due to the help of volunteers in packing up and moving books, and increasing visual signs.

- As we received many more books this year than the previous year, table space was more limited.
- As with previous years, it is difficult to incentivize attendees to purchase books earlier in the day when prices are higher.

VI. Cost of Purchases

- Michelle was able to provide her personal supplies at no cost (e.g., book cart, boxes, scissors, paper, pens, etc.). However, for future years, these supplies may be necessary and may not be able to be provided by the co-chairs.

VII. Suggestions for Next Year

- Continue to add new books the current list, so that we are not contacting the same publishers or authors every year.
- Explore other genres to add, as it was great to offer children's books, cookbooks, and fiction this year.
- Consider seeking donations of "Like New" condition from members. Michelle and I both contributed books, and I imagine that many others may have books they may not want or may wish to donate to our cause.
- Consider a raffle or contest earlier in the day to incentivize attendees to purchase early.
- It would be helpful if the new co-chair for next year is based in Denver or is close enough to commute via car
- Increase promotion of the Book Drive, especially through e-mails prior to the convention reminding people to make room in their suitcases or requesting that session leaders include a slide in their presentations promoting the Book Drive. We could also create poster-board signs in bright neon colors, and have volunteers walk around announcing flash sales.

MENTOR/MENTEE COMMITTEE REPORT

Co-Chairs: Shilpa Kapoor, Psy.D. & Wei-Chun “Vivi” Hua, Psy.D.

Toronto

August 15, 2015

- The Early Bird Professional Reception activity was an icebreaker (see attachment). The icebreaker materials were distributed during the early bird hour in order to facilitate interaction among convention attendees. The icebreaker questions focused on three areas: (A) knowledge about AAPA convention, (B) history of AAPA, and (C) names of people attending the convention. Two recipients won prizes at the Awards and Announcements ceremony after completing this activity. The prize consisted of local delicacies and chocolates.
- The mentor/mentee reception focused on 11 topics of interest. The topics were divided into 4 mentoring groups held in separate rooms. Room assignment sheets (see attachment) were posted in high traffic areas with topics of interest and names of mentors for each group in order to make it easier for participants to locate their respective rooms for discussions. Each group had about 10-12 mentees. At the time of registration, 69 people indicated interest in being a mentee and 24 people expressed interest at being a mentor. Evaluation forms (see attachment) were distributed; 13 mentors and 31 mentees completed the form. The majority of the mentees rated at least “satisfied” experience with the mentoring discussions, and some of them provided suggestions for further improvement, such as more time for discussions, smaller groups, contact information for further communication after the convention, grant writing as a new topic, etc. Mentors from the group with a wider variety of topics suggested groups with fewer topics of interest for the reception in the future.

BANQUET/ENTERTAINMENT COMMITTEE REPORT

Co-chairs: Sumin Na and Gauthamie Poolokasingham

Overview

Initial feedback from attendees and our own observations suggest that the Banquet was received positively overall. Banquet attendance was initially capped at 120 with 113 tickets reserved prior to the day of the Convention through the Eventbrite site. However, because VIP tickets were not formally reserved through Eventbrite, it was difficult to track how many tickets were still available on the day of, due to the number of other details convention organizers were attempting to track. Thankfully, the restaurant was extremely cooperative and arranged for us to have additional seating for the extra 15 attendees we did not anticipate, for a total of 135 attendees at the banquet. The revenue generated through tickets sold totaled \$5323. The total cost of the Banquet was \$3711.85 , with a net profit/loss of \$1611.15

This year's Banquet was held at Pearl Harbourfront Chinese Restaurant. We did not have to pay for the venue since we rented out a section of the restaurant, which was the most cost effective option.

Major Tasks/Assignments

- Venue:
 - Held at the Pearl Harbourfront Restaurant in Toronto, Ontario. The Co-Chairs contacted the manager of the restaurant, Kim, and their staff to coordinate the menu and reservation. The formal quality of the venue and the price were the driving factors in choosing this site.
- Food
 - Family style Chinese meal with vegetarian options and cash bar
 - 3 appetizers, 5 main dishes, and 1 dessert
- Entertainment/DJ
 - There was no entertainment provided for this Banquet.
- Transportation
 - There was no organized transportation provided for the event. Because the restaurant was located in a mall complex, we ensured that we had signs and six volunteers to help direct attendees to the venue.
- Ticket sales, distribution, and collection:
 - Banquet tickets were initially sold via Eventbrite, which was managed by the registration committee. At the end of online registration 113 tickets were sold/reserved through the Eventbrite registration site. 15 tickets were reserved for invited guests.
- Banquet Program
 - Banquet co-chairs were also responsible for putting together the banquet program, which involved reaching out to award winners to gather their information for biographies to include in the program.
 - It is recommended this process be started as soon as award winners are announced in late May/early June to allow enough time to gather all the necessary information.
 - This year, similar to the 2014 convention, Monique was able to print the banquet programs for free at work, which significantly reduced printing costs.

Challenges

- Seating: The capacity of the restaurant was 120 attendees and we had sold out our tickets. There appeared to be extra guests who attended without purchasing a ticket, which created challenges in finding seats to accommodate everyone. It was apparent that the staff at the restaurant was frustrated due to the overflow of guests. There was no space for a registration table to enter banquet location, therefore future banquets should try and find space for this so that registration of attendees can be verified thoroughly.
- Sound system: There were some challenges with the microphone and sound system, which made it difficult for attendees to hear the award announcements. Moreover, there were other non AAPA Banquet guests dining at the other sections of the restaurant, which contributed to the noise.

Costs

Expenses

- Venue: **\$0**
- Food: approximately \$29 (US)/per person (including 13% tax and 15% gratuity) **It should be noted that the conversion rate for Canadian to American currency fluctuated throughout the planning year, which lowered the overall expense in the end.
- **TOTAL EXPENSES: \$3711.85**

Revenue

- Ticket sales: \$55/\$65 for professional members/non-members and \$35/\$40 for student members/non-members
 - **Total revenue: \$5323**

Net profit: \$1611.15

VOLUNTEER COMMITTEE REPORT

Co-Chairs: Oh Myo Kim & Chu Hui Cha

Overview of Past Convention

Volunteer Recruitment

Volunteers were recruited through various means, including the registration portal and emails to the AAPA/Division of Students listservs. Additional assistance from planning team colleagues was also considered in the event of a volunteer shortage. This year, the decision was made to offer volunteers a registration fee waiver and complimentary lunch. This was a change from the previous year when they were offered a discounted banquet ticket (2014).

Recruitment began with a call for volunteers using the Dos and AAPA member listservs, as well as word-of-mouth strategies. The original call began on April 2nd, 2015, and communication between the volunteer co-chairs and interested persons was mainly conducted via email. By April 15, 2015, the chairs began sending out emails to confirm with individuals that they were enrolled as volunteers for the convention. By April 26th, 2015, the list of student volunteers was filled. The list was finalized in May, 2015.

Volunteers were asked to use online discount codes that was provided by the Registration Co-chairs. Our target number for volunteer recruits was 35 people. In the end we successfully recruited 35 student volunteers and Division of Students (DoS) volunteers, and had 14 students on the waitlist.

Current and active students members of AAPA were targeted to serve as volunteers in an effort to bolster new AAPA student membership which tends to peak around the time of the AAPA annual convention each year. The student volunteers confirmed their active membership prior to their inclusion on this year's volunteer team. Several volunteers enrolled as AAPA members during the registration and recruitment process.

Volunteer Roles

Each assignment totaled no more than three volunteer hours during the day of the convention. Specific volunteer assignments were distributed and coordinated using the online scheduling website signupgenius.com. The Volunteer Committee email aapa.conferencevolunteer@gmail.com was again used to centralize communications with all volunteers. Volunteers' contact information was collected when volunteers choose their preferred shifts on signupgenius.com. This was the same process that was used last year.

With the volunteers' permissions, finalized assignments and volunteer contact information was shared with the convention team to facilitate further communication.

Volunteer Assignments are outlined below:

Media Volunteers

- Capture convention events via photos, Twitter, Facebook, etc.
- Comfortable using media tools (e.g. digital camera, social media apps)
- 3 volunteers served together from 7:30am through 9:00pm collectively

Registration Table Volunteers

- On-site registration, check in pre-registered people, give packets, and collect money if needed.
- Assist registration committee with additional tasks
- 10 volunteers total; 6 served together for a 3 hour shift in the morning (7am-10am), and 4 worked in pairs for 3 hour shifts from 10am-4pm collectively

Early Bird Reception/ Registration Volunteers

- Assist with Breakfast setup & Early Bird Meet & Greet breakfast
- Assist with on-site registration, check in pre-registered people, give packets, and collect money if needed
- 2 served in this role this year, and worked at the early bird reception from 6:30am-8:30am before switching to a registration role till 10am.

Book Drive Volunteers

- Help unload books and move to Book Drive location, Early morning setup, book sales
- 8 total, working in pairs for 3 hour shifts from 7am to 7pm collectively

Morning Floaters (assistants to the volunteer co-chairs)

- Assist with morning events (e.g. poster session set up, scavenger hunt, mentor-mentee reception)
- Assist volunteer chairs with additional conference needs
- 4 total, working individually or in pairs for 3 hour shifts 6:30am-12noon collectively

Afternoon & evening Floaters (assistants to the volunteer co-chairs)

- Assist with taking down and putting away poster boards/easels from the poster session
- Assist with carrying things from vehicles to banquet site and assisting with set-up + check-in of banquet attendees (volunteer assigned should be planning to attend the banquet)
- Any additional or unforeseen tasks that emerge during the 3-hour shift
- 7 total, working in pairs or in threes for 3 hour shifts from 12noon to 8pm collectively

Recommendations

Recruitment and Communication

- Recruitment process should continue to begin as early as possible (e.g. early April) in order to limit confusion pertaining to registration and/or reimbursement
- Collecting volunteer contact information assisted with convention day coordination (e.g. phone numbers to text/call volunteers regarding schedule changes).
- Volunteers were provided with the contact information (i.e. cell phone) for both Volunteer Co-Chairs in the event of any last-minute changes/questions on convention day.
- Volunteer Co-Chairs made a concerted effort to remain visible and accessible for as much of the convention as possible.

- Although a few volunteers still communicated convention-day time conflicts, reminders during the volunteer task selection process encouraged most to take into account their own presentations and/or sessions they wished to attend prior to committing to specific volunteer responsibilities.
- We strongly suggest that volunteers continue to be offered a registration fee waiver and free lunch. These incentives for student volunteers encourage and bolster AAPA student membership and recruitment, provides invaluable opportunities for involvement within a hallmark of AAPA activities and offers pathways for future engagement and leadership development. The number of students whom have expressed early interest in volunteering this year increased substantially were strongly encouraged by these incentives.
- Increased and more substantial communication from other planning team members prior to convention day would ensure their specific areas are adequately staffed and/or not unnecessarily overstaffed (e.g. identifying volunteer needs for banquet events; having materials for special projects prepared or brought by committee co-chairs and/or volunteers)
- Recommend planning team co-chairs to continue to remain accessible and visible to their assigned volunteers during convention day. This has been going well
- Continue to use badge ribbons or some other method of visibly identifying planning team members will assist volunteers in locating the committee chairs they were assigned to
- Continue to have volunteers check-in more formally (e.g. at registration desk, with a designated co-chair) to make it easier for co-chairs to track the volunteers and convention needs.
- In order to continue fostering student engagement, efforts to provide student AAPA members with preference for volunteer recruitment has been a priority.
- We have been using and would highly recommend the use of google docs/drive to store and archive records within the AAPA volunteer co-chair gmail account to future chairs and committee members in improving the organization of AAPA volunteer recruitment.
- We are considering using a Google form or survey form for recruiting new volunteers next year. This would decrease the hassle with tracking new emails and allow us to more easily add contact and additional information to an excel sheet.
- In addition, setting up automated email responses to direct folks to use the Google forms and letting volunteers know when they will hear back from a co-chair could also ease the recruiting and tracking.
- We recommend developing a formal screening process or questionnaire to ensure that students are: a. students; b. members of AAPA; c. able to feasibly volunteer at the slotted time. We currently use a first-come-first-sign-up method of acceptance, and future co-chairs may want to reconsider this in favor of a more formal assessment before letting a student volunteer.

Volunteer Duties

- Many volunteers were assigned to more than one convention committee in order to minimize the number of volunteers required to fulfill expected need, but also to allow them to experience different facets of the convention experience.
- This year we assigned more floaters that reported directly to one of the Volunteer Co-Chairs, allowing her to route assistance to convention areas as needed. This was especially useful for mid-day and afternoon events/transitions (e.g. closing events and banquet activities). Given their ubiquitous presence throughout the day in staffing or supporting almost all of AAPA's convention day activities, it was an invaluable show of support for students that volunteers were recognized and thanked formally

for their efforts throughout the convention day by the Convention Planning Co-Chairs during the closing ceremony.

- In addition, we recommend being mindful of volunteers who are working through the lunch hour and allowing these volunteers to get their lunches first (ahead of the crowd) so that they are able to eat at their stations together without having to alternate shift coverage while waiting on line.

APPENDIX A

CALL FOR PROPOSALS

INTERACTIVE SESSIONS * SYMPOSIA * POSTERS

Submission Deadline: **February 13, 2015 at 11:00 p.m. PST**

Submit proposals at <http://forms.apa.org/aapa/>

ASIAN AMERICAN PSYCHOLOGICAL ASSOCIATION 2015 ANNUAL CONVENTION

“Perspectives Across the Lifespan: Toward a More Holistic Understanding of Asian American Psychology”

August 5, 2015
Toronto, ON – Location TBD

The demographic landscape of the U.S. is rapidly changing, and the massive influx of immigrants from Asia in recent years has made Asian Americans the fastest growing racial minority group in the nation. With the increased presence of Asian Americans in the U.S. comes an important opportunity to spotlight the diversity that exists within the AAPI community and to replace the public's often simplified view of Asian American experiences with a more nuanced perspective.

The narratives of Asian Americans in the U.S. are numerous and varied; stories of struggles and successes differ depending upon one's age and life stage. Thus, to get a more accurate and holistic picture of Asian American lives, it is vital to examine the experiences of Asian Americans across the lifespan. To this end, the 2015 Asian American Psychological Association Convention theme is **“Perspectives Across the Lifespan: Toward a More Holistic Understanding of Asian American Psychology.”**

We are seeking submissions that highlight varying aspects of the AAPI experience, the role of a lifespan perspective in clinical and community work, and innovative approaches in working with AAPI individuals from various age groups. We also encourage submissions from professionals and scholars in allied fields (e.g., Anthropology, Asian American Studies, Education, History, Law, Nursing, Public Health, Psychiatry, Social Work, and Sociology) with whom we collaborate and whose work informs Asian American Psychology.

Furthermore, because the 2015 AAPA convention will be held in Toronto (where the rate of Asian immigration mirrors that of the U.S.), we invite researchers and practitioners working with Asian Canadians to submit proposals. We believe that the experiences of Asian Canadians likely closely mirror that of Asian Americans and both groups would benefit from collaborations across borders.

Proposals may address, but are not limited to, the following topics within AAPI Psychology:

- Issues that affect less studied AAPI populations (e.g., children and the elderly)
- Ethnic identity development across the lifespan
- Challenges associated with immigration and acculturation among new immigrants (e.g., acculturative stress)
- Family intergenerational conflict and generational differences in values
- Variations in academic achievement and expectations (as well as educational challenges) among AAPI students; issues relevant to the model minority myth as they apply to Asian American school-age children and college students
- Challenges associated with discrimination and racial discrimination among working adults
- Mental health needs of Asian Americans from different age groups

Who May Submit

AAPA members at all levels of training (professional, graduate level, and undergraduate level), including non-psychologists interested in psychological issues affecting AAPIs are encouraged to submit proposals. Non-AAPA members at all levels may also submit proposals. We particularly encourage submissions from those interested in AAPI psychology who have not previously participated in AAPA conventions. Because strengthening the diversity of our colleagues in other organizations is of particular importance for psychologists of color, we strongly encourage submissions from members of the Association of Black Psychologists, Society of Indian Psychologists, and the National Latina/o Psychological Association.

- While there is no limit to the total number of submitted proposals per person, individuals can only be the first author of **one** proposal submission. In the event that multiple first author submissions are received from an individual, the committee will review only the first proposal received. Exempted from this rule are presenters who are invited speakers.
- Deadline for all submissions is **February 13, 2015 at 11:00 p.m. PST**
- Please submit presentations at: <http://forms.apa.org/aapa/>
- All presenters are required to officially register for the convention

Types of Submissions

- *Interactive Sessions*: In a typical 60-minute session, a facilitator introduces the topic and sets up a context for subsequent discussions and interactions among participants. For questions about submitting an interactive session proposal, please contact Sessions Co-Chair Ariane Ling at ariane.ling@nyu.edu.
- *Symposia*: In a typical 60-minute symposium, three or four presentations are given around a common theme. An expert discussant may provide feedback. The symposium proposal submission must include one program summary that integrates the multiple presentations within the session. It must also clearly indicate the titles and contents of each presentation within the symposium. A chair for the symposium must be named on the application portal. No individual paper proposals for symposium presentations are accepted. For questions, please contact Sessions Co-Chair Ariane Ling at ariane.ling@nyu.edu.
- *Posters*: Throughout the day, posters are displayed to disseminate information on various conceptual and/or empirical reports. During the designated 60-minute poster session, participants are invited to interact with poster presenters. Single research papers should be submitted as posters. For questions, please contact Poster Session Co-Chair P. Priscilla Lui at aapapostercommittee@gmail.com.

Guidelines for Proposals

- All online proposals should include:
 - Contact information for the presenters
 - Abstract (50 to 100 words) with no author names

- Program Summary (500 to 700 words) with no author names
- 3-4 Learning Objectives (not required for poster submissions)
- Proposals will be sent for anonymous reviews. As such, the Abstract and Program Summary should *not* include identifying information of the author(s) and/or presenter(s).
- Submitters will be notified by email upon receipt of their proposal.
- For submissions highlighted as being potential programs which can award Continuing Education units (CEs), individual authors will be contacted to provide additional information.
- Submission outcomes will be sent via email by the third week of March 2015.

Proposal Rating Criteria

- Proposals will be rated based on the following criteria:

1. Choice of Topic
2. Membership Appeal
3. Theoretical Framework
4. Methodology/Mode of Inquiry
5. Interpretation
6. Innovation and Creativity
7. Contribution to the Field
8. Relationship to Convention Theme

Additional Information

- Presenters should bring their own laptops (those with Mac laptops should bring the appropriate adaptor to connect to the LCD projector). LCD projectors for power point presentations will be provided. Requests for additional AV equipment will be addressed after the final selection of presenters has been decided.

Visit the AAPA website at aapaonline.org for more information on the 2015 Convention. For all other questions regarding the 2015 AAPA Convention, please email one of this year's co-chairs, Monique Shah Kulkarni at moniquesah@utexas.edu or Nori Lim at noriel.lim@emory.edu.

APPENDIX B
AAPA 2015
Judge Welcome Letter

Dear Dr. _____:

Thank you very much for your help in serving as a judge for the poster session! As a judge, you will be evaluating 8 posters; two judges will evaluate each poster. Only one award will be given at the end of the poster session.

Please review the following details and keep in mind that time will be very limited during the session. **It is very important that you go to the Emmanuel College (Room 105) so that all of the judges can discuss the posters they reviewed and decide on a winner.**

Before the Poster Session. Presenters have been instructed to set up their posters in the morning upon their arrival to the Conference. This allows the judges ample time to preview the posters prior to the formal Poster Session (3:30 pm – 4:30 pm). If you would prefer to avoid the heavy traffic during the actual session, please feel free to begin your review process before 3:30 pm.

During the Poster Session. Presenters have been informed that the judges will be walking around during the Poster Session. Please feel free to ask questions or have a brief discussion with the poster presenters. It has been suggested that they prepare 8.5 x 11 paper handouts of their posters.

Judge's Packet. When you register for the conference, you should receive a packet containing several copies of an evaluation worksheet. Please feel free to use the worksheet to guide your review.

Should you need any assistance, please feel free to contact us.

Poster Session Co-Chairs: P. Priscilla Lui (*Cell phone: 626-497-4895*)
Kimberly J. Langrehr (*Cell phone: 773-270-0155*)

Your Assigned Posters

P#	Title & Author(s)
33	
34	
35	
36	
37	
38	
39	
40	

AAPA 2015 CONFERENCE

Poster Judge Evaluation Worksheet

	Time Table	
Judge: _____	3:30 – 3:55	Individual judging. Each judge selects <u>ONE top</u> poster.
	3:55	Judges convene in private room (ROOM 105)
	3:55 – 4:10	Judges select Top 2 or 3 Overall finalists
Poster Number: _____	4:10 – 4:30	Review finalists' posters. Reconvene to determine <u>one Winner</u>

Please feel free to use this document to facilitate your review process. The guidelines ensure consistencies across all judges in the standards used to evaluate the posters.

Content	1 --- 2 --- 3 --- 4 --- 5
<ul style="list-style-type: none"> • <i>Clarity</i> • <i>Methodological soundness</i> • <i>Contribution to the field</i> 	
Strengths:	
Areas for Improvement:	

Visual Presentation	1 --- 2 --- 3 --- 4 --- 5
<ul style="list-style-type: none"> • <i>Clarity</i> • <i>Flow of information</i> • <i>Aesthetic appeal</i> 	
Strengths:	
Areas for Improvement:	

Other Considerations	
<ul style="list-style-type: none"> • <i>Oral presentation</i> 	

APPENDIX C1



Asian American Psychological Association **AAPA Early Bird Reception Icebreaker, 2015 Toronto Convention**

Welcome to AAPA!

We have created this fun icebreaker to set the tone for the Convention.

1. Name the University where the AAPA 2015 Convention is being held.

2. Who was the first President of AAPA?

3. Write down the name of a convention attendee who works in a medical setting.

4. Name one of the invited sessions at this year's AAPA Convention.

5. Introduce yourself to a presenter at the Convention and obtain his/her business card.

Please answer the above questions. Once completed, please return this sheet to the reception area. Remember to put your information below. The winners will be announced during the Awards and Announcements Ceremony in Room NF003 at 5 pm!

Name: _____ **Email:** _____

APPENDIX C2



Asian American Psychological Association
AAPA Early Bird Reception Icebreaker, 2015 Toronto Convention

Welcome to AAPA!
We have created this fun icebreaker to set the tone for the Convention.

1. Name the city where AAPA Convention will take place in 2016.

2. Introduce yourself to someone you do not know at the Convention and get their business card.

3. Who is the President-Elect of AAPA?

4. What is the purpose of the Early Bird Reception activity at AAPA?

5. Write down the name of a convention attendee who has a private practice.

Please answer the above questions. Once completed, please return this sheet to the reception area. Remember to put your information below. The winners will be announced during the Awards and Announcements Ceremony in Room NF003 at 5 pm!

Name: _____ **Email:** _____

APPENDIX C3



Asian American Psychological Association **AAPA Early Bird Reception Icebreaker, 2015 Toronto Convention**

Welcome to AAPA!
We have created this fun icebreaker to set the tone for the Convention.

1. Who are the co-chairs of the 2015 AAPA Convention?

2. What is the mission of AAPA?

3. Write down the name of a convention attendee who is a professor.

4. Name one of the keynote speakers at the 2015 AAPA Convention.

5. Write down the name of a convention attendee who has a private practice

Please answer the above questions. Once completed, please return this sheet to the reception area. Remember to put your information below. The winners will be announced during the Awards and Announcements Ceremony in Room NF003 at 5 pm!

Name: _____ **Email:** _____

APPENDIX C4



Asian American Psychological Association **AAPA Early Bird Reception Icebreaker, 2015 Toronto Convention**

Welcome to AAPA!
We have created this fun icebreaker to set the tone for the Convention.

1. Write down the name of a convention attendee who works in a university/college counseling center.

2. State this year's AAPA convention theme.

3. How many divisions does AAPA currently have?

4. Get the name of a poster presenter at this year's AAPA Convention.

5. Introduce yourself to someone you do not know at the convention and get their business card.

Please answer the above questions. Once completed, please return this sheet to the reception area. Remember to put your information below. The winners will be announced during the Awards and Announcements Ceremony in Room NF003 at 5 pm!

Name: _____ **Email:** _____

APPENDIX C5



Asian American Psychological Association **AAPA Early Bird Reception Icebreaker, 2015 Toronto Convention**

Welcome to AAPA!
We have created this fun icebreaker to set the tone for the Convention.

1. Where was the AAPA Convention held in 2014?

2. When was AAPA founded?

3. Introduce yourself to a presenter at the Convention and obtain his/her business card.

4. Name the current President of AAPA.

5. Find the name of someone who is on one of the Convention committees.

Please answer the above questions. Once completed, please return this sheet to the reception area. Remember to put your information below. The winners will be announced during the Awards and Announcements Ceremony in Room NF003 at 5 pm!

Name: _____ **Email:** _____

APPENDIX C6



Mentor-Mentee Reception: 5:15 PM – 6:15 PM
Northrop Frye Hall 1st Floor

Northrop Frye Hall (NF004)

Topics:

Applying to Graduate School
Managing Graduate School
Applying for Internship

Mentors:

Dr. Phillip Akutsu
Dr. Helen Hsu
Dr. Michi Fu
Dr. Stephen Cheung
Dr. Alisia Tran

Northrop Frye Hall (NF006)

Topics:

Social Justice/Advocacy
Leadership Development

Mentors:

Dr. Kimberly Langrehr
Dr. Jorge Wong
Dr. David Young
Dr. Puni Kalra
Dr. Kevin Nadal

Northrop Frye Hall (NF007)

Topics:

Early Career Psychologists
Work-Family Balance and Self-care
Establishing Private Practice
Non-traditional Careers

Mentors:

Dr. Anna Lau
Dr. Kathy Li
Prof Nellie Tran
Dr. Grace Kim
Dr. Qian Lu
Dr. Winnie Pei-Wen
Dr. Huang Chol Yoo
Dr. Linda Juang
Dr. Shilpa Kapoor

Northrop Frye Hall (NF008)

Topics:

Teaching
Writing/Publishing

Mentors:

Dr. Gordon Hall
Dr. Matt Lee
Dr. Jeff Mio
Dr. Gagan “Mia” Khera
Dr. Alicia delPrado

APPENDIX C7



2015 Mentor-Mentee Reception Feedback

1. You participated in the Reception as a: Mentee Mentor (Please circle one)

2. Overall, how was your experience today?

1	2	3	4	5
Very satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied

3. Approximately how many mentees/mentors did you speak with today? _____

4. How satisfied were you **with the number** of mentees/mentors you spoke with?

1	2	3	4	5
Very satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied

5. How satisfied were you with **the quality of the conversations** you had?

1	2	3	4	5
Very satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied

6. Which of the following topics did you talk about today?

<input type="checkbox"/> Applying to Graduate School	<input type="checkbox"/> Writing & Publishing
<input type="checkbox"/> Managing Graduate School	<input type="checkbox"/> Teaching
<input type="checkbox"/> Applying for Internship	<input type="checkbox"/> Social Justice/Advocacy
<input type="checkbox"/> Establishing a Private Practice	<input type="checkbox"/> Leadership Development
<input type="checkbox"/> Early Career Psychologists	<input type="checkbox"/> Non-Traditional Careers
<input type="checkbox"/> Work-Family Balance and Self Care	

7. How satisfied were you with the topics available? (e.g., Applying to Internship, Teaching, etc)

1	2	3	4	5
Very satisfied	Satisfied	Neutral	Dissatisfied	Very Dissatisfied

8. What other topics would you like to see available? _____

9. How likely are you to participate in this event in the future?

1	2	3	4	5
Very Likely	Somewhat likely	Neutral	Somewhat Unlikely	Very Unlikely

10. Comments/suggestions for improvement: _____

Thank you for your participation and feedback!