2013 Convention ANNUAL REPORT

Convention Co-Chairs
Matthew R Lee and Anjuli Amin

Convention Theme
SOCIAL JUSTICE AND PREVENTION: STRENGTHENING OUR COMMUNITY

AAPA 2013 Convention Report

General Summary

a. Committee Formation
    The returning co-chair from last year, Matt Lee, was given several leads via AAPA President Rich Lee, and via volunteers from the 2012 Convention who signed up to be involved on the team for 2013. All of the members of the new committee had participated in AAPA 2012 (or prior conventions). The entire team was composed by August 2012 and was relatively easy to put together, based on so many new volunteers interested in helping out and especially from contacts given by Rich to people who had experience growing up in Hawaii or had family (still) there. In prior years, filling the committee team has sometimes taken months into the fall semester.

    Starting in August 2012, Thao Le from University of Hawaii at Mano'a had agreed to co-chair, but because of professional circumstances, she withdrew in mid-August. We then contacted Bryan Kim, who had prior conference experience the last time the event was in Chicago, and was affiliated with University of Hawaii at Hilo, but he declined. With a few other leads drying up, we turn to our own committee to see who might be an emerging leader and who might have contacts or experience in DC. With conversations with the EC, we then agreed to inquire of Anjuli Amin (who had prior committee experience but was based in Chicago) if she would be willing to be promoted to full convention co-chair status and she accepted in August 2012. The final convention team is listed below. The names of the returning committee members are listed first in each grouping, and a * denotes if the new committee member had been a committee co-chair in any prior AAPA conference.

Convention Co-Chairs:	Matthew Lee and Anjuli Amin*
Banquet/Entertainment Co-Chairs:	Sarah Yi, Steph Pituc*, and Akiko Kaji
Book Sale Co-Chairs:	Alex Borgella and Graciete Lo
Mentor-Mentee Co-Chairs:	Shihoko Hijioka and Lali McCubbin
Poster Co-Chairs:	Seung Yu and Nori Lim
Program Co-Chairs:	Catherine Hsieh and Sherry Wang
Registration Co-Chairs:	Ren Hong and Jennifer Chain
Session Co-Chairs:	Nicole Rider and EJR David
Volunteer Co-Chairs:	Fanny Ng and Lovey Walker
AAPA Vice President:	Anna S. Lau

b. Committee Responsibilities
    Much of the work that had been conducted per committee in prior years was repeated this year, though the co-chairs shifted some of the committee responsibilities based on prior co-chairs' comments. This included revising the work from the program, session, and poster committees, which overlapped to a large degree in past years. This year, program team was made more responsible for locating information about CEUs and creating forms associated with awarding CEUs. The session team was responsible for soliciting reviewers and evaluating reviews to select the symposium and interactive session proposals. The poster team was responsible for similar responsibilities for poster proposals. These teams worked well with each other, communicating information about the acceptance and review process, as well as notifying authors of their proposals' acceptance status.

In prior years, the Program committee was also responsible for editing the APA-housed websites for program proposals, and reviewer and admin portals. This year, the main co-chair took on this responsibility. There is no real way to check functionality except signing onto the portal as a "dummy" author.

Also, as a result of the EC requesting two poster sessions (see below in the Program section), the Poster Committee had the unwieldy task of doing, in some ways, nearly double the work in terms of finding reviewers, performing random assignment of posters to judges, and contacting poster authors.

We added a third co-chair position for Banquet/Entertainment, and slightly changed the name of this committee to accommodate for all the extra work involved in finding a site for the after-party, karaoke, and hula dancing, as requested by the EC. This change was made after Thao Le had departed the committee, and was designed to help increase the number of people on the committee more familiar with Honolulu and who had experience with the entertainment community.

In general it seemed all committees worked well with one another. Most took advantage of Skype to be able to "see" one another before meeting in person at the conference, although five team members ended up not being able to attend in person in Hawaii. The convention co-chairs shared information via email and storing current and historical information on the Dropbox website. There were 8 professionals and 11 students on the committee – very similar numbers to prior years. The format of having a returning co-chair partner and mentor a new incoming co-chair continues to work well.

We once again used ConferenceCall.com to facilitate group meetings and discussions over convention procedures and logistics. It is a free site that anyone can use to call in with their phone. We also held two full-team convention team conference calls – Jan 23 2013 and Apr 24 2013, to touch base on logistics and procedures. In addition, the co-chairs split responsibilities of having smaller Skype/conference call meetings with some of the committees, on an as-needed basis.

c. Convention Theme
This year's theme was *Social Justice and Prevention: Strengthening Our Community*. The returning co-chair, in discussion with the AAPA President, agreed this would be a good fit for the presidential theme of Rich Lee's term, and made it easy for us to brainstorm possible invited guest speakers. Special emphasis was given to interdisciplinary work and allied fields (e.g., Asian American Studies, Education, Public Health) and organizations (e.g., Association of Black Psychologists, Society of Indian Psychologists). Attempts to post the CFP on the listservs for ABPsi, SIP, and NLPA were never returned to the convention co-chairs, however we were able to reach staff at the University of Hawai'i at Manoa, Alliant University, the special interest group for Asian American issues in American Education Research Association (AERA), various state and private mental health facilities in Hawaii, and all of the AAPA Divisions. We did not contact the Task Forces in part due to no information about them on the website but could conceivably contact them for 2014 if the leadership resurfaces.

The Call for Proposals (CFP) was developed through fall 2012. No changes were made to the types of proposals accepted: interactive sessions, symposia, and posters were all included once more.

Two pieces of information seem to be ignored by some of the accepted presenters: one that presenters are required to register for the convention, and two that laptops would *not* be provided.   Fortunately, on the day of the event, we were able to scramble and substitute laptops and tablets (thanks especially to Grace Kim and Steph Pituc via University of Hawai'i at Manoa for their PC/tablet donations) to provide laptops to speakers, but perhaps in the future we need to remind presenters to bring their own laptops.

d.   Timeline
In general, most of the major decision points of the convention were conducted in accordance to a predetermined deadline. The timeline was as follows:

By end of 2012	Fill co-chair positions
	Identify Conference Site Location
	Identify Conference Theme
	Edit Call for Proposals (CFP)
By January 2013	Identify Banquet Location and Entertainment
End of January/early Feb 2013	Finalize and advertise CFP
	Update AAPA website and contact listservs with CFP
	Obtain contract from Conference Site
February 2013	Identify Proposal Reviewers (Poster, Session, Program)
March 23, 2013	Deadline for Proposal Submission
	Edit Registration Portal
March 29, 2013	Send Proposals to Reviewers
April 15, 2013	Reviews Due. Program co-chairs will follow up with missing reviews.
April 22, 2013	Registration portal launched. Early Bird Registration open.
	Advertise rooms at East West Center if they are still available
April 26, 2013	Notification to accepted proposals
May 10, 2013	Deadline for accepted presenters' proposals
May 31, 2013	Identify CEU programs. Request presenter CVs and learning objectives
June 28, 2013	Early Bird Registration closed
July 12, 2013	Conference Program Completed
	Update AAPA website and contact listservs with final program
July 16, 2013	Confirm lunch, banquet, and special VIP RSVP tickets
July 29, 2013	Pre-convention meeting and dinner
July 30, 2013	AAPA Convention in Honolulu

The CFP went out earlier compared to last year and gave proposal writers an extra week to submit. We worked very well with Andy Elkington (consult.aelkington@apa.org) and his team at APA to compose the APA-housed websites for the proposal portal (http://forms.apa.org/aapa/), administrator team (http://forms.apa.org/aapa/adm/), and reviewers (http://forms.apa.org/aapa/reviewers/). This year we were able to also change the logo of AAPA and post a PDF of the CFP on the website. One quirk about the APA website is its inability to recognize some letters (including Korean and Hawaiian lettering) and bullet points, but the

convention team had no problem soliciting the original text from authors to be fully accurate. Ideally, we would have made edits to the reviewer portal more in advance than we did in January/February because the first reviewer found a few editing mistakes on the portal.

In general, the review process went very well, as was notification to presenters of being accepted. A few authors expressed their dismay about their proposal being rejected, and the co-chairs responded to these emails accordingly, with regret, stressing the overall lower rate of acceptance this year compared to prior years.

We integrated convention information with the new AAPA website by staying in contact with the AAPA Communications Officer Ulash Thakore-Dunlap (ulasht@gmail.com), intermittently throughout the year. The convention co-chairs also used Gmail (AAPA2013HI@gmail.com), Facebook, and the AAPA listserv, to post updates; though it seemed the listserv and Facebook were more successful because the co-chairs were very good at staying in contact via regular email and Skype. The Registration team posted regular updates of attendee and mentor-mentee information on Gmail, which also helped to expedite convention procedures.

The convention team also had a major hurdle through April and May when it was announced to us in March that the new AAPA website was being created and intended to integrate with our EventBrite convention registration website. In comparison to last year, we were able to complete the registration website two weeks earlier than expected, which we wanted to launch especially so that professionals/academics who had to register before the end of their fiscal years could do so. However, this timeline was compromised in order to be fully integrated with the new AAPA website, which did not launch until late May 2013.

The most challenging aspect of adhering to the timeline was finalizing contracts and receiving confirmation and information from vendors in Hawaii. In comparison to prior years, when we received speedy replies to email and answers to our questions usually in the same day, at times we had to wait days and weeks to hear back from different offices in Hawaii. This was true for the convention site, the banquet site, internet, A/V, and trying to receive tax exempt status (via AAPA's Finance Officer). This was frustrating for our leadership too, as Alvin Alvarez (prior AAPA President and liaison to CNPAAEMI) had asked us if JCC could offer site space at another day and another time, and perhaps have their bill be combined with AAPA's; however, the emails were poorly responded to by JCC and we could not confirm prices and information sufficiently. It was agreed later on that CNPAAEMI might be able to use a space at EWC or University of Hawai'i at Manoa instead. This same obstacle occurred while working with Hawaii Psychological Association, who approved all of our forms but neglected to inform us that the CEU fee was $30 in Hawaii and not $20 as had been advertised on our forms (and sent to and approved by them) since June. Fortunately, no one pre-purchased CEUs online prior to closing the online registration, which meant that all guests were able to pay in-person for CEUs at the required price. In fact, because of HPA's delays, it made it very difficult for us to correctly advertise CEUs at the same time when the registration portal launched because not all of the information had been approved yet by them. Most of the final contracts from all of our vendors were not received by convention team members until very late in the process (June-July 2013), which has not been the case according to recent years' annual reports.

Finally, the most unexpected event to impact convention attendance was Hurricane Flossie, which made its way toward the main downtown area of Honolulu but ended up doing little

more than raining and gusting the day prior. On the day of the convention, it was bright and sunny out. Still, this weather occurrence caused numerous delays and cancellations from many of our guests flying in from the mainland, including the cancellation of at least one speaker, two VIP award winners, and about 7 student volunteers. We then instituted a refund process based on banquet tickets (see below under Fee Structure).

e. Site Selection
We began the site selection process assuming we would be able to connect with University of Hawaii at Mano'a given Thao Le's co-chair position, however after she departed the committee, so did our connection with the university. Instead, we sought bids from two sites starting in October 2012: East-West Center (http://www.eastwestcenter.org/) and Japanese Cultural Center of Hawai'i (http://www.jcch.com/). EWC had beautiful rooms and was connected to the UH-Manoa campus, however on the day of our event only had 4 rooms available, and most were smaller than what we expected. They were also more expensive in their bid compared to JCC. We had worked with JCC before in 2004 the last time the convention was held in Hawaii and we agreed to move full ahead with JCC as the site for 2013.

The office for our main contact at the convention site, JCC, was Manoa Grand Ballroom, the same name as the main ballroom on-site. Our contact rotated between Frank, Dawne, and Ka'ala (marians@hawaiiantel.net or mgb@marianscatering.com; 808.946.9468, fax 808.945.9494), as they used a team-based system to stay in touch with us. JCC is located at 2454 S Beretania St. #101 Honolulu, HI 96826; site 808.945.7633; email: info@jcch.com. For site reservations, we were directed to call Marians Catering directly at the numbers above, and not the site itself.

The staff at JCC was generally friendly and efficient, and their prices were much better than EWC. Moreover, they were flexible in allocating most of the floor space on the 5th floor – all the ballrooms, for our programming. They also let us have convention team planning space for free on the day before the event, as well as let us house programming supplies and equipment in their locked ballroom. We were able to obtain a discount (see next paragraph) on the room rentals based on the quantity of early bird reception (breakfast), lunch, and snack food and drink ordered for the event. JCC had one smaller room space compared to the Orlando convention, allowing for up to five programs to be held per hour throughout the day. The main ballroom was used as is for the early bird, opening remarks, keynote, mentor-mentee session, and closing remarks, but was split into two spaces via lattices and potted plants for three of the breakout sessions. It was possible to hear across these lattices, thus they were not ideal, but were operative for the space we had.

The main ballrooms and lounge were rented out for $2250 but were given to us for free based on the food purchases (see below). Four LCD projector packages were purchased ($1596), and we had to pay an additional $399.50 for a fifth package when we discovered on the day of the event that the pre-installed package in the lounge would not be rented to us because it was owned by an outside vendor that we did not know about. We had 10 display tables with tablecloths and chairs ($100). The total balance due to JCC which includes service and gratuity, was $8326.59. JCC did not honor our tax exempt forms because Hawaii has more than one type of tax, which our forms did not relieve us from.

The food choices were generally well received by our guests. The early bird breakfast included a number of different pastries, orange and guava juice, and coffee and tea.   For an estimated 150 guests at $12.95 per person, this cost $1942.50. Lunch was negotiated as well. Initially, JCC offered a buffet lunch at about $22 per person, then a bento box or roast beef sandwich option at $18 per person. We eventually agreed to do a choice of Oriental or Korean bento box, or a salad (green salad + pasta salad) option at only $13 per person, which we then sold for $15 each (a small per-meal profit of $2). Lunch also included a choice of beverage (mostly cola or water). The catering company also prepared an extra 20 bentos for people to buy on-site. We had to pre-purchase 150 lunches to lock in this price, at the cost of $1950; locking in 150 guests also contributed to the room reservation credit. The afternoon snack included delicious Korean fruit bars, Nestle crunch bars, fresh fruit, and choice of a number of drinks.   All of the on-site food purchases granted us a room reservation credit of $2250. We decided that the dinner buffet options at JCC were very expensive, and because it required us to leave the main ballroom for a whole hour, we felt it too unfeasible to have dinner on-site. Finally, JCC did not allow us to bring outside food. The total invoice amount was $8326.59.

Our contact to have internet on-site at JCC was Jim Ainge at ClearWire Honolulu (jainge@clearwire.net, 808.384.0292). JCC offered internet on-site but for only 4 users, which was far too low for our Registration and Book Sales team to be able to run efficiently. We paid $408.38 (labor included) to run internet on-site and for up to 76 users.

Our main contact at the banquet location, the Willows, was Keri Endo (kendo@willowshawaii.com; 808.952.9200, ext 63; fax 808.952.0050), who was very pleasant to work with, and helped us deliver a very successful banquet meal. She also helped plan vegan/ vegetarian, and gluten-free dishes. The Willows is located at 901Hausten St., Honolulu, HI, 96826; phone: 808.952.9200), and was within walking distance of JCC.   We negotiated an excellent price for the banquet at the rate of $39.95 per adult and $19.95 per keiki (child). We had to guarantee 200 guests to lock in the price ($7990.00). Tax (4.71%, $376.49) and gratuity (18%, $1438.20) were included in the bill, totaling $9804.69. The Willows did not honor our tax exempt forms because Hawaii has more than one type of tax, which our forms did not relieve us from, unfortunately.

Our contact for the hula dancing ($750) was David Asing at Akahi Productions, 3811 Maunaloa Ave, Honolulu HI 96816, 808.478.8124 or david@akahiproductions.com.

Our main contact at the after-party location ($100, which included free karaoke all night), King's Korner, was Kristen Kekoa (kristenkekoa@yahoo.com). King's Korner is located at 1870 Lusitana Street 305, Honolulu 96813, and was within walking distance of the Willows.

f.   Co-sponsorships
We solicited and obtained co-sponsorships for AAPA's convention fairly late in the process, around June and July 2013. James Madison University (the main co-chair's affiliation) agreed to subsidize $500 of printing costs in June 2013. HPA officially signed on and allowed the use of their logo in July 2013. The University of Hawaii at Manoa's Counseling Center also agreed to lend necessary equipment and supplies (via our team member Steph Pituc), facilitating a co-sponsorship in July 2013 as well. Because online registration had already lapsed, but we wanted to still "sweeten the deal" with our new co-sponsors, we created a special discount code for

anyone from UH-Manoa or HPA to receive $30 off registration upon registering on-site. The two main coordinators from HPA were granted free registration tickets.

g. Housing
Last year, AAPA partnered with the site location in Orlando to negotiate a block of hotel reservations for attendees, however this process of finding housing has not been conducted in every convention year. This year, because AAPA was not being held at a specific hotel site, we were unable to negotiate a special hotel price for professionals.

For students, however, we negotiated a special set of rooms at East-West Center. These rooms were non air-conditioned, but with very low rates, were viable for price-conscious AAPA students. This negotiation was completed in January 2013. Our contact person was primarily Patty Chan, 808.944.7805, and later, Housing Manager Sherrie Morinaka at 808.944.7804. We created a call-in group called "AAPA 2013" and were guaranteed less than 10 rooms in January, but were promised more rooms if more were available starting in March. Parking was available on-site. The prices were competitive with the Honolulu area for rooms in Lincoln Hall ($52 standard single or double, $64 corner studio single or double, $74 queen bed with kitchen), though at the time of negotiation it was unclear if rooms would also be available in other halls. We promoted this opportunity on the listserv and on Facebook starting in April 2013. We did not actively promote student room-shares as has been conducted in prior years.

h. Fee Structure
In general, registration prices were the same as last year, even though discussions had taken place to perhaps increase the price for professionals, as it was discovered by last year's team that where most of the revenue was being made was in the difference between what professionals were paying and what student attendees we repaying. In comparison to organizations such as AAS, NLPA, and ABPsi, our professionals are still paying a relatively smaller rate, although our conference is usually a one-day event. Below is the comparison in fee rates between 2012 and 2013.

2012: early reg $95, non-member $120, student $45, student non-member $55
2012: after early bird, registration $115, non-member $140, student $55, student non-member $65
2013: early reg $110, non-member $135, student $45, student non-member $55
2013 after early bird, registration $130, non-member $155, late student $55, late student non-member $65

We also instituted the new process of free registration tickets for family member guests this year.

The banquet ticket process underwent a slight revision to accommodate for age of the guest, but the prices were the same as last year. The prices were: banquet $55, non-member $65, student $35, and student non-member $40. Very late in the process – June 2013 – we decided to be more specific about our prices for children, in order to be more consistent with our family-friendly message. The prices for a banquet guest adult (age 13+) was $60, 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.

We probably could have charged more money for the banquet this year given the extra costs associated with the hula troupe. By the EC requesting that prices stay the same as last year, the same dollar value did not account for difference in venue, quality of food, and entertainment. Still, it was unclear to us how much entertainment would cost until late June, and by then banquet ticket prices had already been set and were on sale on the website for weeks.

A refund process was instituted to accommodate for presenters and attendees who had registered online but could not attend AAPA due to Hurricane Flossie. On the day of the event, we were able to sell and raffle unclaimed banquet tickets, and as a result, AAPA during its EC meeting agreed to refund the value of these banquet tickets to people who requested. Several people who were VIP award winners would then not have to be reimbursed because their tickets were already comped. Student volunteers could also email a request about reimbursement to be paid back. Only the values for banquet tickets were refunded.

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

CEU credits were $30 this year, as per Hawaii rules; this fee seems to vary per location. The standard rate quoted to us was $20, but it was only $15 in Orlando's conference (2012).

In discussions with the convention team, it was agreed that student volunteers would receive free registration and lunch, and a $10-off coupon they could use to purchase a banquet ticket.

In a similar process to last year, all convention team members were comped their registration, lunch, and banquet tickets. In addition, AAPA paid for a meal following the pre-convention planning afternoon. We had this meal at Chiang Mai (Thai food), a few minutes' walk from JCC (2239 S King St, Honolulu 96826, 808.941.1151). In addition, the VP agreed to purchase $40 gift cards for members of the convention team who could not actually attend in person.

i.   Invited Speakers
        In discussion with the EC, the co-chairs sought invited guest speakers who could deliver content related to the convention theme.   Several local names were included on the list, including Paula Morelli (UH-Manoa; background in social work, cross-cultural and minority mental health), Karen Umemoto (UH-Manoa; background in Asian American Studies and social justice), Velma Kameoka (UH-Manoa; substance abuse in AAPIs, ethnocultural variation in help-seeking), and Naleen Andrade (Native Hawaiian professor of Psychiatry at the UH-Manoa School of Medicine).

        The Keynote speaker we ended up securing was Warren Nishimoto, from the UH-Manoa Center for Oral History (http://www.oralhistory.hawaii.edu/pages/recent.html). Dr. Nishimoto was identified as a potential keynote speaker by way of searching faculty listings of various departments at UH-Manoa. Dr. Nishimoto's research interests and prior work were determined to be a good fit for the convention theme and he was then contacted regarding his interest in participating as the keynote speaker. He was generally very well received, and was able to connect his work to a psychology audience; the EC agreed this was a quite successful choice.

        To increase the emphasis on native Hawaiian health, Dr Keawe'aimoku (Joseph) Kaholokula from UH, and Dr Robin Miyamoto from I Ola Lahui (a rural behavioral health program in Hawaii

were invited to talk on native Hawaiian/indigenous mental health and present a case study – both features of AAPA which have not been seen in recent years.

As part of Rich Lee's presidential charge and relationship with the president of the Association for Asian American Studies (AAAS), Mary Yu Danico was invited to speak, alongside two other AAS-affiliated scholars, Kevin Chun from University of San Francisco, Min Song from Boston College, and Rich Lee himself.

The two AAPA Leadership Fellows for 2012-2013 were invited to speak in a combined session. The convention will reserve a spot if there is a new cohort of AAPA Leadership Fellows. New Fellows Catherine Bitney and Bong Joo Hwang spoke on the model minority myth and its impact on Asian-international and first-generation college students.

The winner of the 2012 Dissertation Award was invited to present this year based on the report of the chair of the committee, Kevin Nadal. Oh Myo Kim, the winner, presented, along with Gregory Desierto, one of the honorable mentions. The second honorable mention, Alan Ka Ki Chan, was unable to present. This has now become a standard to invite every year. However, in the possibility that there is no new cohort of Leadership Fellows or multiple honorable mentions who cannot attend, we toyed with the idea of a program called "Emerging AAPA Leaders" that would combine the dissertation winner and both Leadership Fellows. In the end, both programs were significant draws this year, so maybe keeping them separate will continue to work.

Finally, the reserved time slots for AAPA Divisions, which usually cycle among two different Divisions, to be fair in offering opportunities to different groups, was offered as a combined slot to its four divisions: Division on Students, Division on South Asian Americans, Division on Filipino Americans, and Division on Women. In summer 2013, the newly-launched interest group for a Division on LGBTQ issues was discussed, and is expected to be voted on by September 2013; as a result it was not invited this year. Leaders from each of the four Divisions generated a proposal to discuss mentorship and how to enhance division membership.

Several other speakers considered to invite for sessions were discussed and contacted but later decided by the co-chairs to be unfeasible due to monetary and logistic restrictions. These speakers included (1) Pearl Park (lightfisharts@gmail.com), director of the award-winning film *Can*, about a Vietnamese American student struggling with depression (http://amongourkin.org/about_film.html); (2) Deann Borshay Liem (Filmmaker_Deann_Borshay_Liem@mail.vresp.com), director of Geographies of Kinship – The Korean Adoption Story. *Can* was shown at APA's 2013 Convention in Honolulu and Deann Borhsay Liem was already the keynote speaker at AAPA in 2011.

The seven invited speakers were designated special VIPs and this VIP status awarded them with registration codes giving them free registration, lunch, and a banquet ticket. Moreover, they would each receive a $200 honorarium, and parking would be reimbursed (only 1 VIP claimed this during the day). Two VIPs donated their honorarium back to AAPA and we noted this in the program. Hotel arrangements were made for invited guests at Princess Kaiulana, Waikiki Honolulu for ocean-view rooms at $265 per night plus tax. All the VIPs declined the hotel reservations. Finally, the "emerging leaders" of AAPA, Oh My Kim, Catherine Bitney, and Bong Joo Hwang, all received comped banquet tickets.

j.   Program
We used a similar structure for the program as in past years. We had opening remarks, followed by a keynote speech, then three breakout sessions (lunch followed the first session), a poster session which was combined with a snack hour, the mentor-mentee hour, and then a closing remarks session. Closing remarks were something new we started in Orlando, but given the large number of awards and announcements people wanted to make, we decided to include this component again this year. This year (see Innovations, below), we had two poster sessions. The first session followed the keynote speech and was held in the lanai.

The acceptance rate was significantly more stringent this year compared to prior years for which we have data. In 2010, the acceptance rate for sessions and symposia was 49% (20 out of 41 proposals), and for posters was 100% (all 66 posters). In 2011, the acceptance rate for sessions and symposia was below 50%, and was 89% for posters; the program had enough room for 24 total sessions. In 2012, the acceptance rate was 52% (14 out of 27 proposals submitted) for sessions/symposia and 76% (out of 37 proposals submitted) for posters. At the Orlando convention, there was enough room for 18 total sessions, 3 of which were pre-determined. In 2013, the acceptance was rate 37% (10 out of 27 proposals) for sessions/symposia. The acceptance rate for posters was about 74% (52 out of 70 proposals); however, a number of very strong sessions/symposia were invited to present their work as up to two different posters. This 2013 year was especially selective because there was only enough physical space and time for 15 sessions, of which 5 were pre-determined (explained above in Invited Speakers section).

Making things more difficult in comparison to prior years was the relative lack of physical space. The last time the conference was in DC, there was quite a large amount of space. We "shrunk" to fewer sessions in Orlando and then shrunk again by 3 sessions in Hawaii. In comparison to the last convention which was in DC, more physical space meant it was much easier to get accepted. Something AAPA should consider is what it wants for its relative level of quality in accepted proposals given that venue size may be a larger factor in acceptance rate than solely the review process.

Also compounding the difficulty in producing the program schedule was an overlap with APA Division meetings held on the same day as AAPA's convention. Several accepted authors had time conflicts, which precluded us from being able to name specific "tracks" of programs as has been done in prior years. For example, thematically, five distinct themes emerged among accepted programs: Social Justice, Prevention, Racism, Leadership, and Clinical Issues. However, due to late-minute requests from presenters, we were unable to enumerate these specific tracks in the program.

We ended up having 7 different topics for Lunch Discussion groups. They were: Division on South Asian Americans: Meet and Greet, Division on Students: Meet and Greet, *Asian American Journal of Psychology*, topic: publishing a case study, AAPA Leadership Fellows: Information session, Division on Filipino Americans, Division on LGBTQ Issues, and Division on Women. Again, there was some online interest as indicated by the early EventBrite registration data, however none of the Task Forces had space for this year's lunch discussions. Moreover, a few of the groups had to share room space simply because there were too few rooms available.

Finally, because of Hurricane Flossie-produced delays, a small number of banquet tickets were able to be auctioned off during the Closing Remarks.   Because late arrivals were still unknown

by lunch, it was difficult for the team to know how many of the extra lunches we were able to sell. In the end, perhaps we were too conservative because we decided to save all the extra lunches for late guests, and only 2 late people claimed one of these lunches. We ended up giving away all of the leftover meals to homeless people in a park near the center.

k.   Innovations
Several innovations to the program were made this year in accordance to the EC's requests.

Two poster sessions.   This was a huge new endeavor produced via conversations with the EC. The intent was to mentor more students especially (though many professionals also present posters) and to increase diversity of content by inviting non-accepted session/symposium proposals to present as posters.   Moreover, because there was a significant increase in the number of submitted proposals (compared to the last two conventions). This created a significant amount of new work for the team to also find poster judges to review posters and agree on a winner in a very short amount of time, which has been the case in prior years. As a result, the keynote speech allotment had to be shortened by about 30 minutes.

Family-friendly policies. In addition to offering free tickets to family member guests, reduced-price tickets were available at the banquet for child guests. Also, nursing mothers were encouraged to attend and present at AAPA, as we had a private lactation room in an upstairs dressing area.

More use of social media and online communication. We took advantage of the new website and Facebook by posting pdfs and links to updated convention information. In early July, we revealed the "Schedule-at-a-Glance" on the listserv and Facebook page, which is usually a one-page itinerary of the day provided to our guests in the program. This was also the first year we released a PDF of the program in advance of the convention on the AAPA website. At the convention, we encouraged guests to tweet (via Twitter) and use the #aapa2013 hashtag (via Twitter or Facebook) to update their contacts on social media about the event.   We also had a special Media team composed of student volunteers who took photos all day and were supposed to be able to upload and post on Facebook and Twitter however they never received the password from the Communications officer, which meant they actually were unable to post while the convention was happening. Finally, we attempted to adopt the use of the scannable QR codes as a novel way to access copies of posters. These QR codes are a trend in advertising, where people can hold up a smartphone to a black and white box that sends the user to a website. However, notes from the Poster team indicated it would burden presenters with an added cost, and not all presenters or guests would have smartphones to be able to take advantage of this option.

Race Card Project. The brainchild of Sumie Okazaki, in reference to a NPR article from spring 2013 posted on the AAPA website that generated discussion (http://theracecardproject.com/), this project was meant to be a contest throughout the day. Essentially, attendees were asked to think about any thought about race and write a brief sentence or statement in six words on a notecard, and then post it to the wall. On top of this, there was a contest component, where all the cards were numbered and throughout the day guests were invited to vote for their favorite. The winner(s) were announced at the Closing Remarks.

AAPA Website. Jeff Lin, from an Asian American-owned company in Minnesota, was flown to AAPA to present the new website and encourage people to interact with it and its new features. He also used a tablet to invite people to sign up for the AAPA Newsletter. We heard about a week before the conference that he wanted a huge monitor to use at his table, which would have cost quite a lot from JCC. As it turned out, we were able to borrow a monitor for him from UH-Manoa for the day through an arrangement with Bobbie Yee.

l.   Awards

In general, Anna Lau (VP of AAPA) was in charge of the awards procedures (e.g., contacting guests, making certificates or plaques, providing honorary/comped banquet tickets). Some awards winners were announced at the convention's Closing Remarks, whereas others were announced at the Awards Banquet and printed in the Banquet Program. Sumie Okazaki chaired the general AAPA Awards and AAPA Fellows committees. Grace Kim took on duties (2013) of the Student Travel and Dissertation Awards. Both communicated the winners of the awards to the EC/Convention team directly as well as via the regular channels (e.g., website, listserv). The winners are noted below:

Cindy H. Liu, Ph.D.	APF Okura Mental Health Leadership Foundation Fellowship
Huijun Li, Ph.D.	APF Okura Mental Health Leadership Foundation Fellowship
Chun-Chung Choi, Ph.D.	AAPA Early Career Award for Distinguished Contribution to Service
Joyce P. Chu, Ph.D.	AAPA Early Career Award for Distinguished Contribution to Research
E.J.R. David, Ph.D.	AAPA Early Career Award for Distinguished Contribution to Research
Pawanjit Kalra, Ph.D.	AAPA Okura Community Leadership Award
Karen L. Suyemoto, Ph.D.	AAPA Distinguished Contributions Award
Frederick T.L. Leong, Ph.D.	AAPA Lifetime Achievement Award
Gordon Nagayama Hall, Ph.D.	AAPA Lifetime Achievement Award
Jin E. Kim	AAPA Dissertation Research Grant

A special presidential citation award was given to Annie Hall for assisting with *AAJP*'s acceptance into Web of Science. All award winners were given a free banquet ticket and were also invited to bring a banquet guest at a discounted ticket price.

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

Richelle Concepcion, Ph.D.	Outgoing Board of Directors
Grace Kim, Ph.D.	Outgoing Board of Directors
Richard Q. Shin, Ph.D.	Outgoing Finance Officer
Richard M. Lee, Ph.D.	Outgoing President
Anna S. Lau, Ph.D.	Outgoing Vice-President
Matthew Lee, Ph.D.	Convention Co-Chair

During the convention's closing remarks, the following awards were announced: Race Card Project, Best Posters, Student Travel, Division on Women, Division on South Asian Americans, and Best AAJP Paper. The main co-chair contacted all of the presenters in advance and notified them of the order of presentation. The winners were Ivy Ho and EJR David for the Race Card Project. Alicia Ibaraki won Best Poster award for "Pulling Back the Curtain: Studies of

Psychotherapy Process, Ethnic Match/Mismatch, and Asian Americans"; the second Best Poster Award went to Azrael Nickens, Gloria Wong, Sammy Cheuk, Ryan Rhodes, Emily Kasai, and Queena Poon for "Are We Really Making a Mountain Out of a Molehill? Examining Physiological Impact of Microaggressions." The Student Travel Award winners were Zhen Cheng, Danielle Delany, Yu Chak Sunny Ho, Emma Kahle, Tae Hyuk (Brian) Keum, Priscilla Lui, Joe Nee, Andrew Paves, Gureen Singh, Hollis Tsoi, Zhenni Wang, Brianna Werner, Fanny Ng, Kaidu Wu, Elizabeth Yu. Some of these student travel winners were not given their award because they were unable to attend, but they were encouraged by the committee chair Grace Kim to reapply in the future. The Division on Women award went to Shruti Mukkamala, Fanny Ng, and Karen Suyemoto for their program session called "The Intersectionality of Racism and Sexism for Asian American Women." The Division on South Asian Americans gave their Student Award to Chandni Shah. Finally, Bobbie Yee (Associate Editor of AAJP; executive editor Fred Leong could not attend) announced the Best Paper award, which went to Moin Syed and Mary Joyce for "Discrimination and Psychological Distress: Examining the Moderating Role of Social Context in a Nationally Representative Sample of Asian American Adults."

m.   Attendance
Based on pre-registered online numbers, **overall attendance was 229 guests**. This total was up over Orlando's (2012) numbers (176) and also up over the last time the convention was in Hawaii (212 guests in 2004), however, most of this increase could be attributed to family guest tickets. The total guest count based on online registration was:

62 AAPA members (10 late registrations)
17 non-AAPA professionals (2 were late)
75 AAPA students (17 were late)
22 non-AAPA students (2 were late)
45 family guests

Based on pre-registered online numbers, **banquet ticket purchases were 175**. Actual banquet attendance was difficult to determine because some guests who did not attend the convention did not arrive until the banquet, which meant we were unable to track their tickets. Banquet tickets were handed out at the convention, so some guests may not have been accounted for when they arrived. Moreover, some tickets were auctioned off and we did not record if they were given to professionals or students. Still, the final numbers were a little lower than the guaranteed 200 we negotiated with the Willows. At the time online registration closed, we knew we had the following guests booked:

49 AAPA members
48 AAPA students (this includes 16 for Minority Fellowship Program who are allowed the student rate)
28 AAPA student volunteers
7 non-AAPA professionals
6 non-AAPA students
30 guest adults
3 guest children age 5-12
3 guest children under age 5

n.   Budget and Revenue

The convention co-chairs are not given an actual budget to plan. Instead, we use estimates from prior conventions to make determinations about how much things should cost. At the time of the close of the convention, it seemed we had turned a small profit of **$1894.12**, or about $8.27 per guest. We have the same notes as last year: the convention seems to only make money based on how much more professionals pay compared to students, because we lose money based on the lower prices for students (and the standard rates we pay to vendors).

REVENUE	ACTUAL

Online - Early Bird Registration

professional member ($110) x 45	4950.	52 total (7 convention team comped)
professional non-member ($135) x 12	1620.	15 total (3 VIPs comped)
student member ($45)x 55	2475.	58 total (3 convention team comped)
student non-member ($55) x 20	1100.	20 total
family member guests	0.	45 total
Early Bird Registration Total	$10,145.00	

Online - Late Registration

professional member ($130) x 10	1300.	10 total
professional non-member ($155) x 2	310.	2 total
student member ($55) x 15	825.	17 total (2 convention team comped)
student non-member ($65) x 2	130.	2 total
Late Registration Total	$2,565.00	

Online - Miscellaneous

lunch ($15) x 114	1710.	126 total (12 convention team comped)
banquet professional member ($55) x 40	2200.	49 total (9 comped - 5 convention team, 2 AAPA award winners, 1 AAPA leadership fellow, 1 VIP speaker)
banquet professional non-member/family-adult ($65) x 4	260.	7 total (3 VIPS comped)
banquet student member ($35) x 43	1505.	48 total (includes 16 MFP and 5 comped - 4 convention team, 1 AAPA award winner)
banquet student non-member ($40) x 6	240.	6 total
banquet guest adult (age 13+) ($65) x 24	1680.	29 total (3 comped - jeff Lin, 1 AAPA award winner, And Sandy Leong; Idalia Ramos from APA got An additional $10 discount)
banquet (child age 5-12) ($40) x 3	120	3 total
banquet (child under age 5) ($0)	0	4 total tickets purchased
CE Credits ($30)	0.	0 purchased prior to July 13 2013
Donations	35.	

TOTAL - Online Registration Revenue | 20460. |

In-person/Day of Convention Registration

professional member ($130) x 6	780.
professional non-member ($155)	
student member ($55)	55.
student non-member ($65)	
lunch ($15)	
banquet professional member ($55)	330.
banquet professional non-member/family-adult ($65)	195.
banquet student member ($35)	70.
banquet student non-member/family-child ($40)	80.
banquet guest (APA MFP)	
other in-person purchases (not yet accounted for what item)	355
CE Credits ($30 each)	210.
Donations	

7 purchases (I count 1 online from Helen Hsu, 2 from Tina Bryant)

In-person revenue	
Book Sale	940.94
Book Sale raffle	26.
Trifold poster boards	
Banquet ticket raffle	105.
Karaoke fundraiser	315.

$940.94 not counting raffle?

DoS is paying for the remainder of the trifold posters

TOTAL - In person/Day of Convention Revenue	3461.94

TOTAL REVENUE	23921.94

EXPENSES

Complimentary

Planning committee complimentary registration (# professionals) x $110	770.	10 total (7 convention members, 3 award winners comped)
Planning committee complimentary registration (# students) x $45 (late $55)	245.	5 total (2 were late)
Planning committee comp lunch ($15) x 13	195.	13 total includes professionals and students
Planning committee comp dinner at pre-convention meeting	358.81	About 20 people at Chiang Mai
Planning committee comp banquet ($55/$35 student)	835.	12 (7 professionals + 5 convention members)
Student Volunteer comp registration ($45/$55 late) x 36	1710.	36 total (27 early, 9 late)
Student Volunteer comp lunch ($15) x 35	525.	35 total (36 volunteers but not all bought lunch)
Student Volunteer comp banquet ($10 discount) ($25) x 28	700.	28 volunteers purchased banquet tickets
Keynote/Invited Guest comp registration	890.	5 speaker reg ($110), 2 HPA ($130 late), 5 lunches

and lunch		(4 speakers, 1 Jeff Lin), + 1 parking reimbursement
Award Recipients/VIP/AV comp dinner ($55/$35 student)	455.	9 total tickets (3 speakers, 3 award winners, 1 Jeff Lin, 2 student award winners)

Total Cost for Comped Individuals | 6683.81 |

On-Site Expenses

Meeting room rental	0.	Food credit of -$2250
A/V costs	1833.17	Add 237.17 to original charge of $1596 for 5th LCD
Table setup	100.	includes tablecloths
Serv Chg	831.38	
Tax	375.54	Tax exempt not honored by JCC
Internet	408.38	Jim Ainge
Insurance		
Total on-site Expenses	3448.47	

Food & Beverage/Events

Morning coffee and snacks	1942.5	
Boxed lunch	1950.	bought for $13 each, sold for $15 each
Afternoon refreshment	1294.	
Banquet (##pp x ### people + ##% service + ##% gratuity)	9428.2	1438.2+7990. Estimated total $9428.20 includes gratuity
Banquet Entertainment	750.	Hula performance / Akahi Productions
After Party	100.	King's Korner - free karaoke all night
Food & Beverage/Events Total	15464.7	

Miscellaneous

Award plaques	520.5	
Poster Award ($100) x 2	200.	
Shipping Costs	35.	$35 to Matt Lee for program box
Gift to planning committee members unable to attend ($40) x 6 =	240.	purchased by Matt Lee - gift certificates for Amazon
Convention badges, printing, ribbons, stickers, leis	1187.98	$321.70 (printing Matt) + $123.96 + $32.98 (ribbons/badges Jenni) + award winner leis (Lovey $47.09), Office depot supplies ($12.14), Costco leis (Akiko $105.68), Don Quijote leis ($47.01), Walmart (55.20 Lali), Long's Drug ($13.48 Lali), trifolds + binder clips ($428.66)
Trifold posters and binder clips	404.	43.68 (binder clips, post its Graciete) + trifolds
Departing officer gifts	347.17	
Refunds due to Hurricane Flossie	180.	4 people's banquet tickets
EventBrite fees		
Miscellaneous Total	3114.65	

Sub Total Expenses

Contingency Fund		Petty cash given to Registration on the day of was $160 and to Book Sale was $140 in cash + $35 in coins
TOTAL EXPENSES	22027.82	
SURPLUS/LOSS	1894.12	
SURPLUS/LOSS PER ATTENDEE	8.27	**at 229 attendees**

<div style="text-align:center">

Registration Committee Report
Ren Hong & Jennifer Chain

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Important Registration Dates

- Launch Registration: May 25, 2013
- Early Registration Closed: June 28, 2013
- Late Registration Closed: July 12, 2013 (two weeks before Convention Date)
- Convention Date: Tuesday, July 30, 2013

2013 Registration Totals (Compared to 2011 & 2012 Registration Totals)

Category	2011	2012	2013	% Change from 2012
Total Conference Registrants	219	176	184	+5%
Early Conference Registration	149	138	141	+2%
Late Conference Registration	49	19	29	+52%
On-Site Conference Registration	21 (12 students, 9 professionals)	21 (14 students, 7 professionals)	14 (7 students, 7 professionals)	-33%
First-Time Attendees	148	35	62	+77%
Total Professionals (conference/banquet)	92 / 100	83 / 70	87/ 62	+5%/-11%
Total Students (conference/banquet)	127 / 97	95 / 65	102 / 61	+7%/-6%
Total Family Members			45	
Total Members	174	149	143	-4%
Lunch	98	86	123*	+43%
Mentor-Mentee Reception (Yes or Unsure)	114	140	48	-66%
Banquet	197 (16 vegetarian)	200	198**	-1%
CEUs	11 (4 online, 7 onsite)	3 (1 web, 2 onsite)	3 (onsite only)	0%

* There were an excess of about 20 lunches that were given to homeless people at the nearby park.
** This number includes 18 Minority Fellowship Program guests, 22 VIPs, 19 conference committee members and 35 student volunteers who received complimentary or discounted banquet tickets.

Trends and Analysis
Attendance increased across most areas. There was a marked increase in first-time attendees (+77%). There was a marked increase in the number of lunches purchased (+43%). This year, family members of

AAPA participants were able to register for free. This was not an option in the past and may have skewed the registration data for 2013. If family members are counted, we have more overall participants in this year's convention than the previous two years.

This year we have less on-site registration than the previous two years. This may be due to the fact that the tropical storm Flossie prevented many participants from attending the convention. The number of participants who indicated that they would like to participate in the Mentor-Mentee Reception decreased between 2012 and 2013. This may be due to the fact that "unsure" was not an option in the survey this year. Only those who indicated "yes" were counted.

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 2012 and update the relevant information for the 2013 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 Registration Co-Chairs were able to track purchases and create reports.

Registration Co-Chairs were provided with a list of VIPs ahead of time. We created special registration codes for each VIP. 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. This option was helpful in keeping track of volunteers, as a separate code was assigned to each volunteer. However, some problems arose as some volunteers needed lunch and banquet refunds for having already purchased tickets. Currently, the AAPA Treasurer writes checks for individuals who need refunds. However, there may be a more effective and efficient method of offering refunds in the future. In addition, volunteers were provided with a $10 discount code toward the banquet tickets this year. The discount code needed to be entered in a separate transaction, which resulted in some confusion. We would recommend discontinue using separate discount codes for different transactions in the future (i.e., either give volunteers all $10 discounts or complimentary tickets, not one of each).

Disadvantages of EventBrite continue to be (1) the fees charged (2.2% to 2.9% + $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). This year, we conducted a product comparison analysis between 9 different event management systems: Cvent, Acteva Plus, Event Expresso, Eventbrite, Event Bee Pro, Ticketleap, Eventish, Eventzilla, and Wild Apricot. Eventbrite stood out amongst the competitors for the most efficient system for its price. We ordered Eventbrite's on-site credit card scanner, At the Door, but found that the device and app needed an iPad adapter and can only use Eventbrite's own credit card charging system. As a result, we continued to use on-site laptops to register participants and accept credit card transactions.

This year, the Registration Co-Chairs maintained open communication with the Banquet Co-Chairs, Volunteer Co-Chairs and Mentor-Mentee Co-Chairs leading up the convention. We provided weekly updates on the number of registration, lunch and banquet orders, and mentor-mentee matches. We also worked closely with the Volunteer Co-Chairs to provide up-to-date information on volunteer

registration. We used Googledocs to share all documents between the Convention Committee members.

Badges
EventBrite has a badge making process. However, the badges are created based on the information entered by the registrant and the rigid badge template of EventBrite; therefore, we hand-typed all badges to address problems with format of the badges. Additional badges were also created for special guests that did not register online using their discount codes.

Stickers were used on the front of the badge to indicate conference registration (red), lunch (green, yellow and blue for different lunch options), and banquet purchases (star). This year, we also purchased special ribbons to indicate first-time attendees, convention committee, volunteers, speakers and presenters. We received positive feedback from participants about the ribbons. Printing and affixing the appropriate stickers and ribbons on the badges is a time-consuming process. Badges were inserted into the badges ahead of time and organized into alphabetical order to save time on the day of the convention. The finished badges were transported to the convention in three boxes.

Program Committee Report
Co-Chairs: Catherine Hsieh and Sherry Wang

I. **Overview of activities**
    a. Transfer program review responsibilities to session and poster committees
        i. Provided session and poster co-chairs with instructions regarding proposal submission review process

    b. Offer APA-approved continuing education credits for conference attendees
        i. Researched APA guidelines and procedures on CEU sponsorship
            1. Given that each state has different rules governing acceptable CEs for their licensees, we decided that it may be best to offer APA-approved CE credits
        ii. Identified and contacted organizations in Hawaii who are APA-approved CE sponsors
        iii. Secured partnership with Hawaii Psychological Association and corresponded with Drs. Rosemary Adam-Terem, June Chin, and Alex Santiago regarding CE workshop administrative procedures to ensure we adhered to APA's guidelines for CEU
        iv. Created materials and forms (see appendices) for CE workshop advertisement, registration, and monitoring of sessions
        v. Coordinated with presenters to obtain learning objectives and their CVs; forwarded presenters' CVs to HPA
        vi. Coordinated with registration and volunteer committees for on-site registration and monitoring of sessions
        vii. Provided documentations (i.e., attendance sheet, evaluations, participant contact information) to HPA
    c. Complete first draft of the Convention Program

II. **New Tasks/Assignments**
    a. All assignments for program committee were new activities
    b. CE workshops and attendance

Workshop Title	Presenters	Attendees
Kānaka 'Ōiwi Issues and Perspectives on Health and Well-Being: Keawe'aimoku and I Ola Lahui: Rural Hawai'i Behavioral Health.	Joseph Keawe'aimoklu Kaholokula, Ph.D. Robin Miyamoto, PsyD.	5
Challenging the Model Minority Myth: International and Asian American First-Generation College Students	Bong Joo Hwang, Ph.D. Catherine Bitney, Ph.D.	0
Understanding Mental Illness Stigma Dynamics to Improve Mental Health Disparities among Asian Americans	Zhen Cheng, M.S. Graciete Lo, Ph.D. Lawrence Yang, Ph.D. Gordon Nagayama Hall, Ph.D.	2
Domestic Violence in Asian Mail-Order Brides: From Research to Clinical Practice	Eddie Chiu, Ph.D. Lauren Mai, Psy.D. Namita Mangalath	0

III. **New ideas or innovations**
   a. See suggestions below in section VI

IV. **Challenges faced**
   a. Securing partnership with an APA-approved sponsor and coordinating the administrative details between AAPA, HPA, and APA guidelines
   b. Although we tried to clarify the nature of our partnership with HPA early on, the issue of fees and administrative cost was not explicitly discussed. Subsequently, this led to last minute miscommunication that needed to be resolved the week prior to the conference

V. **Cost of purchases**
   a. HPA requested $30 processing fee for each CE certificate

Sessions Committee Report
Sessions Co-Chairs: Nicole Rider and E.J.R. David

Statistics

Sessions Submitted:	13	Sessions Accepted:	4
Symposia Submitted:	14	Symposia Accepted:	6
Invited Sessions:	7		
Sessions Invited as Posters:	8		

Rating System
Reviewers judged each proposal on the following seven criteria:

- Choice of Topic
- Membership Appeal
- Format of the Session
- Innovation and Creativity
- Theoretical Framework
- Contributions to the Field
- Relationship to the Theme

These criteria were rated using a 5-point scale with five being a high score and one being a low score. Reviewers also provided a response on their overall impression of the proposals acceptability using the following items: definitely accept, accept if space is available, accept as poster, or reject. Lastly, reviewers were encouraged to provide comments and constructive feedback on the proposals.

Summary of Process
        In addition to helping draft and post the call for proposals, the sessions co-chairs also helped in drafting and posting the 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. One session co-chair made a draft of the reviewer assignments, and the other session co-chair reviewed and provided feedback in order to reach consensus on the assignments. Then, the reviewer assignments were sent to the poster co-chairs to double-check that all reviewers had a similar number assigned proposals.
        Each proposal was blindly reviewed by two reviewers using an on-line portal. To simplify the rank-ordering process, the two reviewers' ratings of each proposal were averaged, and the proposals were rank-ordered based on their average ratings. The number of sessions/symposia accepted was determined by the number of open slots. In this year's conference, there were 10 open slots; thus, the highest 10 rated proposals were accepted. We used the subjective recommendations of the reviewers (e.g., definitely accept, accept as poster, reject) only if there was a tie or if we needed further clarification. Some session proposals were invited as posters, and the authors of such proposals were given the opportunity to decline the invitation. Final decisions about acceptances/rejections were made with poster co-chairs, convention co-chairs, and more senior AAPA officers.
        The presenters who accepted their invitations were asked to submit media requests and consider offering continuing education (CE) credits. The presentation rooms were equipped with LCD projectors with laptop accessibility.

Innovations and New Ideas
- All divisions were invited to collaborate on a shared session
- We simply used the average ratings between two reviewers to rank-order the proposals

Challenges
- Transforming session proposals into poster presentations
- Questions about the blind, peer review process
- Questions about evaluation process for poster session
- Portal did not accept some submissions for unknown reasons, even with manual submission
- Some reviewers did not complete their reviews; poster/sessions co-chairs reviewed each other's missing reviews

Costs of purchases
- None

Addendum by Matt Lee:
Actually, session proposal decisions were made by discussing the highest-ranked proposals and also determining the breadth and scope of different proposals that were perhaps not ranked as highly, to decide if any merited further review and/or acceptance. The sessions team discussed proposals and their reviewer scores with the poster team and convention co-chairs. The decision to then allow sessions that were rejected to present as up to two posters was made in the subsequent weeks.

Poster Session Co-Chairs

Seung Yu (Senior) and Nori Lim (Junior)

A. OVERVIEW

1. **STATISTICS ON PROPOSAL SUBMISSIONS AND ACCEPTANCES**
   a. Poster submissions: 71
   b. Acceptances (from poster proposals): 48
   c. Rejections (including the initial alternate list): 23
   d. Additional posters (converted from sessions proposals): 5
   e. Total # of poster authors who agreed to attend the convention: 53
   f. No-Shows/Missing Posters (due to weather, other reasons): 5

2. **RECRUITMENT OF PROPOSAL REVIEWERS AND SELECTION OF POSTERS**
   a. Email sent to AAPA listserv inviting members to volunteer to review proposals (3/11/13)
   b. Proposal reviewers from previous year's convention were contacted and invited to review proposals again this year (3/15/13)
   c. Final number of poster reviewers: 25 (1 reviewer failed to submit reviews)
   d. Each reviewer was assigned 6 proposals; each proposal was assigned 2 reviewers
   e. Poster and Sessions Committees worked together to assign proposals to reviewers and edit online submission/review portal (*forms.apa.org/aapa/admin*)
   f. Deadline to submit reviews by proposal reviewers: April 15th
   g. Reviewers rated each proposal on 8 criteria using a 5-point Likert scale
   h. Criteria for judging used: *Topic, Membership Appeal, Theoretical Framework, Methodology, Interpretation, Creativity, Contribution to the Field, Relationship to Convention Theme*
   i. Sum of scores of each reviewer was calculated for each poster and averaged over two reviewers
   j. Selection of top proposals were primarily based on average reviewer score; however, reviewer comments and score discrepancy between the two independent raters were also taken into account
   k. Email sent to authors informing them of acceptance/rejection (4/27/13)
   l. Authors of accepted proposals were asked to inform poster committee about their decision by May 9th
   m. Reminder email sent to authors who did not respond by May 9th (5/15/13)

3. **RECRUITMENT AND NUMBER OF POSTER JUDGES**
   a. Call for volunteers to judge posted on AAPA Listserv (6/14/13)
   b. Individual email invitations sent to specific members (6/29/13)
   c. Note: Following the second wave of recruitment attempts, many more people volunteered than we needed. This response was unexpected considering that for last year's conference: fewer judges were needed (8) and we had only 9 volunteers even after the second recruitment wave; sending individual email invitations to potential judges was helpful. In the previous year (AAPA 2012 in Orlando), Facebook was not utilized for recruitment.
   d. Total # of judges: 18
      i. **Session 1**: Anne Saw, Brandon Yoo, Tai Chang *(replaced Christine Yeh)*, Chu Kim-Prieto, EJ David *(replaced DJ Ida)*, Grace Kim, Helen Hsu, Lillian Chiang, Tina Bryant
      ii. **Session 2**: Alice Cheng, Anna Lau, Derek Iwamoto, Jennifer Manongdo, Kimberly Langrehr, Linda Juang, Natasha Olmos, Sumie Okazaki, Richard Shin *(replaced Wei-Chin Hwang)*
      iii. Above replacements were due to logistical complications brought on by bad weather and flight delays. ← Check/modify this
   e. Substitute judges who agreed to be on standby: 2 (Matthew Miller, Doris Chang)

4. **POSTER JUDGING PROCESS**
   a. Each judge was assigned to independently evaluate 6 posters. No attempt was made to match judge expertise to poster. However, possible conflicts of interest were taken into account.
   b. Each poster was assigned to 2 judges.
   c. Judges were sent an email 1 week prior to the convention (7/23/13)
      i. Word of thanks for volunteering & detailed description of the judging process
      ii. Attached document: Assigned poster information (title, abstract, & summary)
      iii. Attached document: Sample of Poster Evaluation form
   d. Documents were also printed and given to each judge on the day of the conference. It was important to coordinate with the volunteer and registration committees to ensure these documents were inserted in registration packets the day before.
      i. Greeting letter and information to judges – personalized, information varying by time table of session assigned and by poster assignments [See attachment to this report]
      ii. Assigned poster, including poster abstracts
      iii. Poster Evaluation forms (1 for each poster) [See attachment to this report]
   e. Judges were allowed to begin their evaluations prior to the poster session; however, most did not.
   f. *Time Table*
      i. PHASE 1: Independent evaluation of assigned posters (20 minutes)
      ii. PHASE 2: Judges convene in a designated room (Lounge) to deliberate/discuss top posters (20 minutes)
      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 posters that would receive greater attention and scrutiny. Each judge represented their top choice poster in this discussion.
   h. Delays and Challenges:
      i. It was challenging to keep the initial independent evaluation with the 20-minute time frame; some judges were asked to finish their review and proceed to the lounge several times. This is an issue every year.
      ii. As there were several excellent posters, judges had a difficult time narrowing finalists and identified 4 to 5 posters to re-evaluate in Phase 3.
      iii. Phase 2 of the afternoon session (Session 2) proved to be more organized and a smoother process compared to the morning session (Session 1). No particular judge took the lead in identifying a winner in Session 1.
   i. Poster Session 1 winner was chosen based on majority vote, while Poster Session 2 winner was chosen based on consensus.

5. **POSTER TRI-FOLDS**
   a. The normal protocol: all presenters supply their own tri-folds
   b. Poster committee decided that the Hawaii venue may cause undue challenges for poster presenters to acquire tri-folds
   c. Issues and Challenges
      i. Number of tri-folds to purchase for two different poster sessions
      ii. Quality and type of tri-fold poster
      iii. Cost per unit
      iv. Cost to be paid by presenter, considering most were grad students
      v. Purchasing from a store in Hawaii or from the mainland then shipping to Hawaii
      vi. Ordering ahead of the convention (account for shipping time from mainland to Hawaii, > 1 month)
      vii. Balancing minimizing cost, quality of tri-fold, and ensuring enough are ordered for the convention

viii.   Reusing tri-folds for Sessions 1 and 2, recycling, donating tri-folds after the convention
d. AAPA Executive Committee agreed to subsidize part of the cost of the trifolds; proposed that authors pay $5
e. Emails were sent to all poster presenters informing them about tri-fold dimension, poster details including poster template, and tri-fold availability and subsidy through AAPA (6/29/13)
f. Number of authors who requested/tri-fold tri-fold: 45
g. Division of Students (DoS) subsidy rounded all remaining costs of tri-folds, resulting in free tri-fold use

6. **INVOLVEMENT WITH DIVISION OF STUDENTS (DOS)**
   a. Communicated with the DoS regarding all tri-fold issues mentioned above. DoS expressed great interest in cost issues.
   b. Communicated with the DoS regarding the evaluation and educational process of the poster session judging aspect.
   c. Participated in one of the DoS online meetings (7/8/13). Poster session issues were the focus of most of the meeting.

B. NEW TASKS/ASSIGNMENTS
   1. **PROPOSALS**
      a Manage the submission and review process for proposals
         i   Coordinate efforts with the Sessions Committee

   2. **TRI-FOLDS**
      a Anticipate the need and act in enough time to secure tri-fold shipment arrival by conference day
      b Organize purchase, sale, dissemination, and donations/returns of units
         i   In the previous year, a single donor provided for (new) easels. Assembly took much time, but was accomplished the day before the conference by the conference subcommittee co-chairs. At the end of the conference, many volunteers assisted in gathering them into a Jocelyn Buhain's car. She returned them to the donor, the University of Central Florida.
         ii This year, poster co-chairs were responsible for purchasing the tri-folds, making the decision regarding where to purchase and how many to purchase, while being mindful of how much the purchase would cost AAPA and the poster presenters (the majority of whom were students). While 45 tri-folds were purchased, only half were used because Session 2 presenters were able to re-use tri-folds used in Session 1. If future conventions were to have two poster sessions again, re-using tri-folds (especially if they are to be provided for free) would be feasible. The tri-folds in this year's convention were donated to a local public middle school after the convention.

   3. **POSTER SESSIONS**
      a Additional poster session resulted in greater workload and need for attention:
         i   Increased quantity of previous workload (e.g. twice the number of posters to manage and twice the number of judges to recruit and coordinate)
         ii New issues resulting from the management of multiple sessions (e.g. organization and assignment issues of posters for fairness of judging process, increased need for carefulness and accuracy checks on all data)

C. NEW IDEAS/INNOVATIONS
   1. **FEEDBACK TO PROPOSAL AUTHORS**

       a   Though not implemented this year, it would be educational and useful for proposal authors to receive reviewer comments with their acceptance/rejection letter

       b   For proposals that are accepted, this feedback could help authors improve their poster presentation (incorporating the reviewer comments when finalizing their presentation)

       c   For proposals that are rejected, the feedback could help authors improve their proposal, so they could resubmit the following year or to another conference

       d   Related to the point above, it would be helpful to encourage reviewers to provide constructive feedback when reviewing poster proposals

D. CHALLENGES

1. ONLINE SUBMISSION PORTAL

       a   It took a while to get used to how the portal works

       b   It was initially unclear which committee was responsible for specific tasks (it seems that some of the responsibilities of the program committee from the previous year were transferred to the Poster and Sessions Committee, e.g., assigning posters to reviewers)

2. TRI-FOLD

       a   Rationale

            i   With its remote location, supplies can be low and shipping can take a long time.

       b   Decision to offer tri-fold backboards for those requesting assistance

            i   It took some time to perceive the need and some number of emails before deciding to take on this task.

       c   Finalizing details for posters

            i   A great many emails were exchanged regarding relevant issues

            ii   Cost of tri-folds: minimizing and managing "sales"

           iii   Quality of tri-folds appropriate for conference purposes

           iv   AAPA subsidy

            v   Involvement of the Division on Students regarding AAPA subsidy

       d   Timeliness

            i   Shipping from the mainland to Hawaii normally takes over one month

3. POSTER JUDGING

       a   Managing judges and ensuring that they stay within the time allocated for poster review and that they select a winner at the end of the judging process.

4. WORKLOAD

       a   This year's workload was overwhelming. A conservative estimate would be well over twice the amount of work required last year. It is quite possible, had hours been recorded, this year's workload amounted to 3-4 times that of the previous year.

E. COSTS

1. MATERIALS

       a   Tri-fold: $359.95 (+ tax)

       b   Binder clips and Post-it Notes: ~$20

Book Sale Committee Report
Sessions Co-Chairs: Alex Borgella and Graciete Lo

Overview

This past year, we set a goal of receiving 75 book donations from various publishers. In early December, Alex and Graciete discussed strategies to achieve this goal and assigned tasks for each co-chair to accomplish. Using a book list provided by Alex and the former co-chair (Stephanie Lee), Graciete converted the list into an Excel spreadsheet and uploaded the document via Google Documents as a way for simpler and easier access, communication, and delegation of duties. We also updated a former template e-mail used for donation solicitation.

In late winter, we finalized the book list, researched missing contact information of publishers, and assigned each co-chair to contact publishers in requesting book donations. Between March and June, we sent an initial e-mail to the designated publisher and then a follow-up e-mail about two to three weeks later. We contacted a total of 80 publishers and received 84 books and 1 DVD from 19 publishers.

During convention day we used the following pricing strategy: 10% off retail at start of convention, 30% off at noon, 50% off at 4PM-5PM, and then $5 per book until close of convention. We also raffled six books with $1 donations, earning a total of $26. We sold a total of 57 books and 1 DVD and earning $940.94 (7 books sold at 10% pricing, 13 books at 30%, 11 books at 50%, and 26 books and 1 DVD at $5). We have 21 books left over for next year's book drive.

We made $940.94 from book sales, $26 from raffle, thus a total of $966.94.

New tasks or assignments

- We used Google Document for shared access of book list.
- We acquired contact information from publishers that were missing from last year's book list.
- We organized and updated the contact information of publishers in the book drive spreadsheet (e.g., removed outdated contacts or publishers who are no longer in existence).
- Instead of using a manual credit card imprinter, we used EventBrite.com via an iPad to enter customers' credit card information for purchases on the day of the conference.

Innovations/New Ideas

- $1 paid raffle on the day of the convention
- Shipping of books to a local address (in Hawaii) to cut down costs on shipping to convention
- Use of shared Google Document to ease communication and updates between co-chairs
- Use of an iPad on the day of the convention for credit card transactions

Challenges

We had a slow start of receiving donations. Most publishers were not responsive from our initial e-mails, but would respond after our second contact. Co-chairs relied mainly on e-mail for communication due to time difference (6 hours) thus arranging conference calls was sometimes a challenge. One co-chair (Alex Borgella) was unable to make it to the conference this year, restricting communication during conference day.

Addendum by Matt Lee:

Below is a chart containing the comparison values from 2011-2013 for the Book Sales team

	2011	2012	2013
# of items donated	126	43	85
# of items available for sale	234	70	85
Total # of items sold	122	70	58
# of items leftover and brought to the following year's conference	27	0	17 (we have yet to determine whether to bring these to Washington, DC)
Total book sales	$681.52	$677.90	$940.94
Total raffle / karaoke sales		Combined $416	$26 $315 (karaoke income counted by the Banquet Committee)
Total revenue	$681.52	$1093.90	$1281.94

Judging from these numbers, it seems that the quality of the books may have been a bigger draw this year, perhaps attributed to the children's books.

Mentor/Mentee Committee Report
Prepared by Laurie "Lali" McCubbin, Ph.D. & Shihoko Hijioka, Ph.D.

- The early bird professional reception activity was a scavenger hunt (see attachment). The scavenger hunt materials were distributed during the early bird hour in order to facilitate interaction among conference attendees. The scavenger hunt questions focused on three areas: (A) knowledge about AAPA; (b) information about the local area/Hawai'i and (c) people's names attending the convention. Two recipients won prizes at the mentor/mentee reception after completing this activity. The prize consisted of $25.00 of local delicacies.
- The mentor/mentee reception focused on 12 areas with 6 potential mentoring circles (see attachment). Guidelines for the mentor/mentee reception were emailed to the mentees prior to the convention and also provided in the respective circles (see attachment). Three mentors who did not indicate they would be attending the reception hour also participated in the reception. The circles had an equal number of mentors with approximately 10-12 people in groups. A sign-up sheet was provided however it was not used during the reception. At the time of registration 58 people indicated interest in being a mentee at the reception. Two tent cards with topics and names of mentors were also in each circle to make it easy for mentees to find their respective area(s) of interest. Nineteen (19) mentors also offered their emails to be made available to mentees – these were available on the back of the sign-sheets. Participants could choose to switch mentoring groups half-way through the session however everyone stayed in their initial groups. Evaluations were distributed but only one was filled out. Scores from this one evaluation were positive – all responses in the "very satisfied range." Several mentors and mentees commented to one of the coordinators that they enjoyed and appreciated the reception.
- One significant issue was the combination of use of space for mentoring along with people being able to mingle and eat/drink in the other half of the room. This made it difficult for people to hear in the groups.

Banquet/Entertainment Committee Report
Sarah Yi, Steph Pituc, Akiko Kaji

The total number of attendees at the AAPA 2013 Convention Banquet was 181 individuals. Ticket sales were collected and recorded via Eventbrite which was managed by the registration team. Expected sales were approximately 215 tickets. Further details can be made available through the registration committee. The location of the banquet was The Willows, which provided a buffet style menu and space for entertainment and award presentations. Sound was provided by a private company. The after party was held at King's Korner who also provided a karaoke system which was used to fundraise for the AAPA Student Scholarship Fund.

All in all, feedback from other committees and attendees has been positive. The food provided through the Willows included local favorites that everyone enjoyed. The venue itself was a beautiful open space that provided a great view and the venue decorations reflected the traditional Hawaiian atmosphere we had hoped for. The employees were helpful in assisting the banquet committee with last minute details, banquet guests, and abiding by the schedule as planned. The location was also in short walking distance from the Japanese Cultural Center which helped to save on transportation fees. Contract costs included paying for each individual ($39.95), tax, and 18% gratuity for 200 minimum. Some cons to the location included the scattered layout of the tables and the time limitations due to an outdoors noise ordinance. The outdoor venue also requires an alternative plan for bad weather. The banquet venue provided most of everything, so we did not have to worry about additional decorations and ample preparation time.

The after party was as much of a success as it could be, collecting $315 for the scholarship fund. The venue was very accommodating with the number of people we had attend, and the locals who were there were also very welcoming of the group. Kevin Nadal was yet again a great emcee and brought a lot of laughs and excitement to the occasion. A $100 deposit assured that the venue would be reserved for the organization and was applied towards karaoke song charges ($1/song). Unfortunately, running the karaoke system and emceeing the even was more difficult than anticipated because the manner in which the staff ran the karaoke was not conducive to the format of the fundraising. One major downfall to the after party was the attendance, which was much less than expected than prior years. This may have been due to a separate unofficial after party occurring at the same time or the lack of interest in karaoke.

The banquet program this year was a lot fuller than it has been in the past, which makes me wonder if there are other ways to have a program without printing out as many copies as we do. Perhaps this is something next year's committee can think about, because the programs are generally left behind after the banquet is over.

In regards to communicating with other committees, this year didn't require too much communication other than to the registration committee. Most communication was done between the banquet co-chairs which was extremely important this year because of the location. We were very fortunate to have co-chairs who were familiar with the area and able to go to the venues. Had it not been for these co-chairs, the banquet would not have been as successful as it was!

Addendum by Matt Lee:

In past years, the banquet committee helped with finding transportation from the main site of the convention to the banquet. This year, because everything was within walking distance, we decided not to find a transportation agency. However, we came close to having to search for one due to Hurricane Flossie's impact on our proceedings. Future co-chairs should examine how close the convention site location is to the restaurant and after-party to make sound decisions about finding transportation.

<div align="center">

Volunteer Committee Report
Co-Chairs: Fanny Ng & Lovey Walker

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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 were also considered in the event of a volunteer shortage. This year, the decision was made to offer volunteers a registration fee waiver, complimentary lunch, and a discounted student banquet ticket. Volunteers were asked to use individualized online discount codes as provided by the Registration Co-chairs. Our target number for volunteer recruits was 35 people. Current and active student 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. AAPA Membership Coordinator confirmed the active membership of volunteers prior to their inclusion on this year's volunteer team. 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 for confirmed volunteers was collected when volunteers choose their preferred shifts on signupgenius.com which integrates and simplifies the separate collection process on google docs from last year.

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

Volunteer Assignments are outlined below:

5 Media Volunteers
- Capture convention events via photos, twitter, facebook, etc.
- Comfortable using media tools (e.g. digital camera, social media apps)
- Upload media after convention to designated site/account

1 Continuing Education Volunteer
- Sign in/out CE session attendees, give-out/collect evaluation forms, assist speaker with any issues

2 Continuing Education/ AV Volunteers
- Assist with sign-in/out of CE session attendees, give out and collect session evaluations
- Monitor breakout sessions for AV needs or assistance

10 Registration Table Volunteers
- On-site registration, check in pre-registered people, give packets, and collect money if needed.
- Assist registration committee with additional tasks

2 Early Bird Reception/ Registration Volunteers
- Assist with Breakfast setup & Early Bird Meet & Greet b
- Assist with on-site registration, check in pre-registered people, give packets, and collect money if needed

8 Book Drive Volunteers
- Help unload books and move to Book Drive location, Early morning setup, book sales

2 Poster session/ Banquet Volunteers
- Assist with taking down and putting away poster boards/easels from the second 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)

3 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

2 Afternoon Floaters (assistants to the volunteer co-chairs)
- Provide additional assistance to Volunteer Co-Chair and other planning committee members as needed (e.g. AV equipment for break-out sessions 2/3; set up for banquet (willing to carry stuff + already attending banquet)

Recruitment and Communication Strategies
- 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.
- Encouraged planning team co-chairs to contact their specifically assigned volunteers prior to convention day, in order to elaborate on task expectations.
- 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, free lunch, and discounted or free banquet ticket for future conventions. 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 volunteers to assist with passing out lunches, 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
- Continue to use badges or some other method of visibly identifying planning team members would assist volunteers in locating the committee chairs they were assigned to

- Future Volunteer Co-Chairs may wish 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.
- In terms of incentives, we have found this year that there is a hassle of having multiple codes for volunteer discounts that our recruits would use during the online registration process. If at all possible, it would be nice to have free banquet tickets for volunteers as some volunteers also work during the banquet time-slot.
- 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.

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 5 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 the new convention activities/events this year (e.g., 2 poster sessions, Race Card project).
- 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.
- To minimize the confusion in asking volunteers to check in with us throughout the day, we are considering asking volunteers to take pictures of themselves at their stations to prove their attendance and assist us with tracking the adequate completion of volunteering shifts. In addition, these photos could be used for AAPA social media purposes and further promote AAPA, the convention, and volunteering activities as networking and leadership opportunities for the future (e.g. Facebook, Twitter, etc.)

Additional Comments
- Weather advisories significantly impacted whether or not our pre-assigned volunteers were able to attend AAPA and carry out their tasks. While this was an unexpected event, additional attendees and other volunteers were willing to help out with tasks not previously assigned to them.
- 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.

Suggestions for 2014

I.   General Convention Suggestions

- Strongly encourage the use of online apps and websites (e.g., Dropbox, Eventbrite, Gmail) to facilitate information among co-chairs and the convention team. The volunteer media team uploaded their photos to Dropbox, which then allowed them to be distributed to the AAPA EC/Communication Chair. Regarding the APA-housed series of websites for convention proposals and reviews, we strongly suggest changing the logon and passwords for all of these sites because so many people are aware of the passwords from prior years. We also suggest that the font be made larger for future versions of these websites.
- Include people from Asian American Studies or education, leaders from the executive committees of AAPA Divisions, AAPA Fellows and AAPA Leadership Fellows to be reviewers and/or poster judges for next year.
- Highlight that all CEU fees go to AAPA in order to encourage more guests to earn CEUs on-site. This was true in both Orlando and Hawaii but might depend based on where the convention is held; this is something we will need to monitor from year to year.
- Recommendation that on-site registration should cost more than any online registration, to incentivize early registration. Recommendation also that non-members should pay a larger price difference compared to members, perhaps 25-35%, because some non-members perceive that the small price difference is enough to register for the conference but not register as a member of AAPA.
- Continue family-friendly policies. Suggestion to charge family member guests some nominal amount, perhaps $15-20, to pay part of the costs for on-site food.
- Recommend that if we continue a Media volunteer team that they really should have internet access and the passwords for AAPA's Facebook and Twitter pages rather than go through the Communication officer, which we think slows things down considerably. In fact, we were completely unable to post during the convention because of this.
- Increase number of social media volunteers. Identify a way to be able to post on AAPA's Facebook and Twitter account on the day of the convention.
- Increased acknowledgement of student volunteers. Having buttons, t-shirts, or ribbons so they are acknowledged throughout the day during the convention.
- Continue to procure/figure in the costs of poster boards yearly (e.g., raising registration fees to have cost of poster boards covered by AAPA). Identify a method for procuring poster boards year-to-year.

II.   Suggestions from the Registration Committee

- Like previous conventions, it was very helpful to close registration two weeks in advance of the conference. This allowed the registration co-chairs to create up to date reports and badges prior to the conference.
- 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 and printer, obtaining internet access, getting EventBrite loaded, and training volunteers.
- Like previous years, there were only a limited number of IP addresses that were available for usage with the Wi-Fi. Passwords for the internet were given out selectively. It is recommended that we obtain Internet access in advance of the conference—it was needed for onsite registration purchases with credit cards using Eventbrite, onsite membership applications, and book sale purchases.
- 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. In addition, the registration process using the iPad app was even faster than the laptop version. We would recommend this process for future on-site registrations.

- The on-site lunch purchases were by cash only and a specific set of stickers were used to keep track of the remaining lunches. Having extra lunches available for purchase was convenient for attendees. Out of the 20 boxed lunches available on-site, 12 were purchased. The lunch stickers indicated the types of lunch (Korean, Oriental or Salad) and how many lunches were purchased by each person.
- Family members were able to register for free this year. H owever, guests and family members of registered participants did not receive name badges. In the future, we would recommend adding a survey item that asks for the names and affiliation of guests.
- Many people had multiple banquet tickets (i.e. family members and MFP Fellows) but the stickers on the name tags can only indicate that the person had purchased banquet ticket(s) but not how many. Physical tickets were then stuffed behind the name tags of the person who purchased the tickets. This was a time-consuming process that required the help of multiple volunteers in the morning.
- It was hard to know how many banquet tickets were left for purchase on-site. This was partially due to the fact that the tropical storm prevented many people from attending the conference and banquet. In the future, it is recommended to designate the available banquet tickets to ensure that we do not over- or under-sell them.
- Having a total of 4 laptops and 2 tablets (thank you to Grace Kim and Steph Pituc) made the registration and book sale process much more efficient. Two laptops were used for on-site registration, one laptop and one tablet were used by Registration Co-Chairs to access files, and one laptop and one tablet were used by the book sales. We were able to trouble shoot problems on one laptop while other laptops were processing purchases. Having PC computers also made it convenient for presenters who needed to borrow a PC for their presentation.
- It was helpful to have a volunteer at the on-site registration laptops to help participants navigate the registration process.
- Eventbrite automatically inputted the name of the person who signed into Eventbrite as an administrator as the person who is completing the on-site registration. As a result, there were multiple on-site registrations that were purchased under Ren. In the future, we recommend having a volunteer check the registration names before finalizing the on-site purchase.
- It was helpful for to have a list of the schedule of volunteers noting the different shifts. It was helpful to have the first shift of volunteers arrive an hour prior to the start of the convention to receive training and assist with setup. In addition, Registration Co-Chairs and Volunteer Co-Chairs should continue to collaborate in regards to instructions that can be provided to volunteers prior to convention.
- It was a good idea to frontload volunteers in the morning since that is when the majority of registration traffic occurs. There were 7 volunteers available during the morning shift. When it became apparent that the volunteers were not needed, the Volunteer Co-Chairs then assigned them to other tasks.
- This year, it was decided ahead of time that the volunteers will all receive free registration and lunches, and discounted ($25) banquet tickets. The volunteers signed up before registration was open so that they could register as volunteers using their discount codes. This process eliminated the need to reimburse volunteers for their registration costs.
- A printer on-site was very useful and should be available next year too. This may also be useful for printing receipts of on-site conference registration and book sales.

- We did not have merchandise on sale this year.
- It was helpful to have the finance and membership officers available at the registration table. This allowed the membership officer to deal with any questions/confusion registrants had regarding their membership status, or for registrants to register for membership to receive discount membership prices. The finance officer's availability allowed for payment of membership dues in cash or check.
- It was helpful to have the membership roster updated prior to the convention and cross-referenced with registered participants. It was also helpful to have the membership officer email those who purchased membership prices but had not paid membership dues in advance of the convention, as this cut down on confusion for the day of the convention.
- CEUs were offered only on-site this year. If possible, it would be helpful to have convention participants understand how to claim their CEUs prior to registration.
- It was so helpful to have regular phone conference calls and email updates with Matt and Anjuli; their availability, support, and positive energy were greatly appreciated!

III.   Suggestions from the Program Committee
- Evaluate the cost-benefit of low CE attendance and the amount of work required to provide CEUs.
- If AAPA wants to continue to offer APA-approved CEU for the annual convention, it may be beneficial to consider a plan and budget to apply to APA as a sponsor.
- Another suggestion is to establish relationship with a APA division that is an APA approved CE sponsor and to maintain a long-term partnership with the division.
- Discuss fee setting and administrative cost early in the partnership planning process.

IV.   Suggestions from the Sessions Committee
- Continue using clear outline of responsibilities that delineates separate responsibilities of poster, program, and sessions co-chairs
- Create 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-chair, session co-chair (and poster co-chairs) was particularly helpful so that everyone was on the same page.

V.   Suggestions from the Banquet/Entertainment Committee
- Providing the banquet committee access to the Eventbrite page so we can keep tabs on the different ticket purchases made. This will also make it easier to calculate numbers after the banquet is over.
- Delineating the distribution of responsibilities earlier in the process if an entertainment chair will be included in next year's banquet/entertainment committee.
- Finding a venue that can accommodate a later banquet time, as we would like to enjoy the venue for drinks and conversation after dinner.

VI.   Suggestions from the Sessions Committee

- Eliminate the evaluation – there is not enough time in the reception hour to do this nor did it seem to solicit valuable feedback or information for future mentor/mentee receptions.
- Have multiple topics within each group –this seemed to decrease excessive flow/movement and allowed people to stay in their one group for the entire hour. By having multiple topics within each group it eliminates the need to have two mentoring sessions.
- Have a separate room for the reception from a space for conference attendees to mingle. It made it difficult to utilize the space, move the furniture in a timely fashion and difficult for mentors and mentees to hear. This is particularly pertinent for those with hearing disabilities.

VII.   Suggestions from the Poster Committee

- **EASING POSTER COMMITTEE'S WORK LOAD**
    a   Reassign the proposal submission/review process to another committee
    b   OR add at least one more co-chair to handle the responsibilities entrusted to the poster committee.
    c   *Note*: Neither of us can recommend anyone volunteer for the poster co-chair position under the same conditions we have experienced this year.

- **POSTER SUBMISSIONS**
    d   Increase transparency in Call for Proposal. Include criteria for reviewing and selecting posters.
    e   Also, if it would be AAPA's convention policy not to allow modifications in author names, it would be helpful to include this in the Call for Proposals, as well.

- **POSTER SESSIONS**
    f   Consider a system of poster presentation facilitating optimization of poster viewing (example concerns: heavy traffic during poster session; tri-folds on tables are physically low, higher placement would be more ideal)
    g   To the extent possible, consider convention venues that have access to bulletin boards (for mounting posters), e.g., universities/colleges
    h   Ensuring that at least two co-chairs are present on the day of the convention

- **RECRUITING POSTER JUDGES**
    i   Start recruiting poster judges earlier; this year, the initial invitation when out on 6/14/13
    j   Plan to begin invitations immediately after posters have been selected or when a good approximation of total posters is known (Rationale for early start: ensure that enough judges can be acquired before program goes to press).

VIII.   Suggestions from the Banquet/Entertainment Committee

- 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.

CALL FOR PROPOSALS

INTERACTIVE SESSIONS * SYMPOSIA * POSTERS

Submission Deadline: March 23, 2013 at 11:00 p.m. PST
Submit proposals at http://forms.apa.org/aapa/

ASIAN AMERICAN PSYCHOLOGICAL ASSOCIATION
2013 ANNUAL CONVENTION

"Social Justice and Prevention: Strengthening Our Community"

July 30, 2013
Japanese Cultural Center, Honolulu, Hawaii

As research, practice, and community work evolve to address the unique needs of the Asian American/Pacific Islander (AAPI) population, the 2013 Asian American Psychological Convention theme, "**Social Justice and Prevention: Strengthening Our Community**," will reflect such efforts. This year's convention will invite programs addressing advocacy, equity, and fairness in the health care system, intergroup and community relations, and preventative efforts in reducing disparities between AAPIs and other social groups.

We are seeking submissions that highlight achievements in the field of AAPI psychology, innovative approaches in working with AAPI individuals, and collaborative partnerships with allied professions such as Asian American Studies, Education, History, Law, Nursing, Psychiatry, Public Health, Social Work, and Sociology.

Proposals may address, but are not limited to, the following topics within AAPI psychology:
- Practice, policy, and research efforts to address or prevent health disparities in AAPI communities and understand the diversity of experiences within the AAPI community
- Collaborative, interdisciplinary research assessing the physical and mental health needs of AAPIs, including topics such as critical race theory and Asian American studies
- Interventions (clinical, educational, community-based) that address the unique needs of AAPIs

- Mentoring/leadership and community-based programs engaged in fostering the development of AAPI youth, families, and scholars

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, and practitioners, scholars, and researchers from the Hawaii region. 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.

- There is no limit to the number of submitted proposals per individual.
- Individuals, however, can only be the first author of *one* proposal submission. In the event that multiple first author submissions are received by 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 March 23, 2013 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 Nicole Rider at nicole.rider@gmail.com.
- *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 Nicole Rider at nicole.rider@gmail.com.
- *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 Seung Yu at seung.b.yu@gmail.com.

Guidelines for Proposals
- All online proposals should include:

1. Contact information for the presenters
2. Abstract (50 to 100 words) with no author names
3. Program Summary (500 to 700 words) with no author names
4. 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 (CEUs), individual authors will be contacted to provide additional information.
- Submission outcomes will be sent via email by the end of April 2013.

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 see the AAPA website at **aapaonline.org** for more information on the 2013 Convention. For all other questions regarding the 2013 AAPA Convention, please email one of this year's co-chairs, Matthew Lee at leemr@jmu.edu, or Anjuli Amin at amin.anjuli@gmail.com.

CE *Workshops*

ASIAN AMERICAN PSYCHOLOGICAL ASSOCIATION PARTNERED WITH HAWAII PSYCHOLOGICAL ASSOCATION TO OFFER CONFERENCE ATTENDEES FOUR OUTSTANDING **CONTINUING EDUCATION PROGRAMS**

▶ **FOUR** CE PROGRAMS SPONSORED BY HPA, AN APA– APPROVED CEU PROVIDER
▶ 1 CE CREDIT PER SESSION
▶ FEE $20 PER SESSION
▶ EASY ON-SITE REGISTRATION

Kānaka 'Ōiwi Issues and Perspectives on Health and Well-Being: Keawe'aimoku and I Ola Lahui: Rural Hawai'i Behavioral Health.

Kānaka 'Ōiwi (Native Hawaiians) are thriving and enduring as they double in population size over the next 40 years and revitalize their traditional values and practices to promote healthy and self-sufficient communities. Juxtaposed to their revitalization and self-determination efforts are socio-cultural and socio-economic challenges that test their resolve and resiliency, which places them most at risk for physical and mental health problems. This presentation will 1) present the social determinants of, and contemporary challenges to, Kānaka 'Ōiwi health, 2) Kānaka 'Ōiwi conceptions of health and well-being, and 3) assessment and treatment strategies to address Kānaka 'Ōiwi health and well-being.

Presenters: Joseph Keawe'aimoklu Kaholokula, Ph.D.; Robin Miyamoto, PsyD.

Challenging the Model Minority Myth: International and Asian American First-Generation College Students

There continues to be a stereotype that all Asians look alike and that they are universally thriving in academia. However, the people of Asian descent within America are an ethnically diverse group, varying demographically with regard to language background, country of origin, immigration history, religion, socioeconomic status, and educational attainment. Despite the belief that Asian and Asian American students do not struggle academically, research shows us that Asian international students, Southeast Asian Americans, and Pacific Islanders often experience considerable challenges as they pursue degrees in US colleges and universities.

Presenters: Bong Joo Hwang, Ph.D., Catherine Bitney, Ph.D.

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Domestic Violence in Asian Mail-Order Brides: From Research to Clinical Practice

This symposium focuses on domestic violence in Asian mail-order brides (also called international brides/picture brides/out-of-town brides). The historical context, current trends, and prevalence of domestic violence among Asian immigrant/mail-order brides will be examined. Presenters will share their experience on working with Asian mail-order brides in the CalWorks program. Characteristics and risk factors for domestic violence in Asian mail-order brides will be discussed with case examples. Both clinical and research implications will follow.

Presenters: Eddie Chiu, Ph.D., Lauren Mai, PsyD., Namita Mangalath

Understanding Mental Illness Stigma Dynamics to Improve Mental Health Disparities among Asian Americans

Asian Americans and Pacific Islanders (AAPI) encounter various cultural barriers as they seek mental health services, in particular that of mental illness stigma. This symposium will highlight recent interdisciplinary innovations in research examining mental illness stigma as it relates to preventive efforts to reduce stigma and to narrow the mental health disparity among the AAPI community.

Presenters: Zhen Cheng, M.S., Graciete Lo, Ph.D., Lawrence Yang, Ph.D., Gordon Nagayama Hall, Ph.D.

Asian American Psychological Association Annual Convention
"Social Justice and Prevention: Strengthening Our Community"
July 30th 2013
Honolulu

Thank you for helping with the convention and for monitoring the CE workshops. This year, we partnered up with Hawaii Psychological Association, an APA-approved CEU sponsor, to provide our conference attendees the opportunity to receive CE unit by attending a selective programs. The four CE-offering workshops are:

- Challenging the Model Minority Myth: International and Asian American First-Generation College Students
- Kānaka 'Ōiwi Issues and Perspectives on Health and Well-Being: Keawe'aimoku and I Ola Lahui: Rural Hawai'i Behavioral Health
- Understanding Mental Illness Stigma Dynamics to Improve Mental Health Disparities among Asian Americans
- Domestic Violence in Asian Mail-Order Brides: From Research to Clinical Practice

Instructions for Monitoring CE workshop:

Before the Presentation:
☐ Check-in with _____ at Registration for a list of individuals who signed-up for CE workshop
☐ Greet the attendees as they arrive and notify them that this is a CE-offering workshop
   o For those who registered for CEU, ask them to **SIGN-IN** and give them an **EVALUATION FORM**
☐ Let the presenter(s) know that you will be making a brief announcement before they start and you will be monitoring the session
☐ Right before the start of the presentation, make the following announcement to the audience:

"Hi, my name is _____ and I'm a student volunteer. On behalf of AAPA and HPA, I want to thank you for coming to this CE-offering session. You can still register for CEU at the Registration desk and it is $30 per session. To receive a CE unit, you must stay for the entire duration of the presentation and you must sign-in and sign-out. At the end of the session, please complete the Evaluation form. You can pick up your Certificate of Attendance at the Registration Desk at end of the day. Thank you"

During the Presentation:
☐ Make sure that people who signed up for CEU stay for the entire session

After the Presentation:
☐ Remind people to **SIGN-OUT**
☐ Collect **EVALUATION FORMS**
☐ Deliver the **SIGN-IN/SIGN-OUT** and **EVALUATION FORMS** to _____ at Registration

Materials:
☑ Volunteer Information
☑ CE Workshop Sign-In and Sign-Out Sheet
☑ CE Workshop Evaluation Forms

![AAPA Asian American Psychological Association]

CEU Registration Instructions:
1. **Collect attendee's contact information**
2. **Indicate which CEU workshop they plan to attend/or attended**
3. **Collect CEU fee and review CEU guidelines in convention program**
4. **After the workshop, cross-check with sign-in/out sheet to verify attendance**
5. **Make note when participant collected their Certificate of Attendance**
6. **At end of the day, give all paperwork to Matt Lee or Anjuli Amin**

Important Note: $30 per session.
CEU workshops are
1. Challenging the Model Minority Myth
2. Rural Hawai'i Behavioral Health
3. Understanding Mental Illness Stigma Dynamics
4. Domestic Violence in Asian Mail-Order Brides

	Name/Title	Address	Email	Phone	CEU Workshop(s) *see note above*	Fees Paid	Attended?	Certificate
						OFFICE USE ONLY		
1								1
2								
3								
4								

5							
6							6
7							
8							
9							
10							
11							
12							
13							
14							
15							

Presentation Title:

Name & E-Mail	Sign-In	Sign-Out	Profession
			□ Psychologist □ Medical Professional □ Masters Level Licensed Therapist □ Social Worker □ Student ¬ Administrator □ University Faculty □ Other (please list):
			□ Psychologist □ Medical Professional □ Masters Level Licensed Therapist □ Social Worker □ Student ¬ Administrator □ University Faculty □ Other (please list):
			□ Psychologist □ Medical Professional □ Masters Level Licensed Therapist □ Social Worker □ Student ¬ Administrator □ University Faculty □ Other (please list):
			□ Psychologist □ Medical Professional □ Masters Level Licensed Therapist □ Social Worker □ Student ¬ Administrator □ University Faculty □ Other (please list):
			□ Psychologist □ Medical Professional □ Masters Level Licensed Therapist □ Social Worker □ Student ¬ Administrator □ University Faculty □ Other (please list):
			□ Psychologist □ Medical Professional □ Masters Level Licensed Therapist □ Social Worker □ Student ¬ Administrator □ University Faculty □ Other (please list):

CE Program Title:	Domestic Violence in Asian Mail-Order Brides: From Research to Clinical Practice
Presenters:	Eddie Chiu, Ph.D., Lauren Mai, Psy.D., Namita Mangalath
Date:	July 30th, 2013
Sponsoring organization:	Hawaii Psychological Association

Presentation Feedback	Strongly Disagree			Strongly Agree	
1. The program objectives were met.					
Objective #1: Understand the complex phenomenon of domestic violence issues in Asian immigrant women.	1	2	3	4	5
Objective #2: Understand current trends of Asian mail-order brides.	1	2	3	4	5
Objective #3: Identify the characteristics of and risk factors for domestic violence in Asian mail-order brides.	1	2	3	4	5
Objective #4: Increase the knowledge of intervention resources in working with Asian mail-order brides.	1	2	3	4	5
2. Accuracy and utility of content were discussed.	1	2	3	4	5
3. Content was appropriate for postdoctoral level training	1	2	3	4	5
4. Teaching methods were effective.	1	2	3	4	5
5. Information could contribute to achieving personal or professional goals.	1	2	3	4	5
6. Cultural, racial, ethnic, socioeconomic, and gender differences were considered.	1	2	3	4	5
7. How much did you learn in this course?	Very Little	Little	Some	A Good Bit	A Great Deal
8. Did this program enhance your professional expertise?	Yes	No			

Instructor(s) Feedback	Strongly Disagree			Strongly Agree	
5. Knew the subject matter	1	2	3	4	5
6. Taught the subject completely	1	2	3	4	5
7. Elaborated upon the stated objectives	1	2	3	4	5
8. Presented content in an organized manner	1	2	3	4	5

9. Maintained my interest	1	2	3	4	5
10. Answered questions effectively	1	2	3	4	5

Professional & Ethical Issues

11. Presenter (or program chair, etc.) made clearly evident, prior to registration, the following:

a. Requirements for successful completion of activity	Yes	No
b. Commercial support for CE program, sponsor, or instructor (or any other relationship that could reasonably be construed as a conflict of interest)	Yes	No
c. Commercial support for content of instruction (e.g., research grants funding research findings etc.) that could be construed as a conflict of interest	Yes	No
d. Commercial support or benefit for endorsement of products (e.g., books, training, drugs, etc.)	Yes	No
e. Accuracy and utility of the materials presented, the basis of such statements, the limitations of the content being taught and the severe and most common risks?	Yes	No

Narrative

12. What was your overall impression of the activity? What went well? What could have been improved?

13. What did you learn that was new or different? How and/or will this information change how you practice?

14. Other comments

Participant Information					
15. Please note your profession and status (Check all that apply)	□ Psychologist	□ Medical Professional	□ Masters Level Licensed Therapist	□ Social Worker	□ Student
	¬ Administrator	□ University Faculty	□ Other:	□ list profession	
16. Please note years in your profession	□ Student	□ 1-5	□ 6-10	□ 11-20	□ 20+

Thank you for your feedback about this CE Workshop

CE Program Title: Understanding Mental Illness Stigma Dynamics to Improve Mental Health Disparities among Asian Americans

Presenters: Zhen Cheng, M.S.; Graciete Lo, Ph.D., Lawrence Yang, Ph.D., Gordon Nagayama Hall, Ph.D.

Date: July 30th, 2013

Sponsoring organization: Hawaii Psychological Association

Presentation Feedback	Strongly Disagree				Strongly Agree
1. The program objectives were met.					
Objective #1: Understand how explanations regarding the cause of mental illness, excessive thinking and genetic contamination affect Chinese and AAPI's levels of mental illness stigma	1	2	3	4	5
Objective #2: Identifying an example of how indigenous idioms encompass forms of psychiatric distress	1	2	3	4	5
Objective #3: Identifying how the 'excessive thinking' idiom maps onto common manifestations of psychosis among Chinese	1	2	3	4	5
Objective #4: Extend a threat framework to include cultural components to explain cultural variations in stigma	1	2	3	4	5
Objective #5: Understand how to conduct anti-stigma prevention and mental health education for Chinese and AAPIs	1	2	3	4	5
2. Accuracy and utility of content were discussed.	1	2	3	4	5
3. Content was appropriate for postdoctoral level training	1	2	3	4	5
4. Teaching methods were effective.	1	2	3	4	5
5. Information could contribute to achieving personal or professional goals.	1	2	3	4	5
6. Cultural, racial, ethnic, socioeconomic, and gender differences were considered.	1	2	3	4	5
7. How much did you learn in this course?	Very Little	Little	Some	A Good Bit	A Great Deal
8. Did this program enhance your professional expertise?	Yes	No			

Instructor(s) Feedback	Strongly Disagree		Strongly Agree

5. Knew the subject matter	1	2	3	4	5
6. Taught the subject completely	1	2	3	4	5
7. Elaborated upon the stated objectives	1	2	3	4	5
8. Presented content in an organized manner	1	2	3	4	5
9. Maintained my interest	1	2	3	4	5
10. Answered questions effectively	1	2	3	4	5

Professional & Ethical Issues

11. Presenter (or program chair, etc.) made clearly evident, prior to registration, the following:

a. Requirements for successful completion of activity	Yes	No
b. Commercial support for CE program, sponsor, or instructor (or any other relationship that could reasonably be construed as a conflict of interest)	Yes	No
c. Commercial support for content of instruction (e.g., research grants funding research findings etc.) that could be construed as a conflict of interest	Yes	No
d. Commercial support or benefit for endorsement of products (e.g., books, training, drugs, etc.)	Yes	No
e. Accuracy and utility of the materials presented, the basis of such statements, the limitations of the content being taught and the severe and most common risks?	Yes	No

Narrative

12. What was your overall impression of the activity? What went well? What could have been improved?

13. What did you learn that was new or different? How and/or will this information change how you practice?

14. Other comments

Participant Information

15. Please note your profession and status (Check all that apply)	□ Psychologist	□ Medical Professional	□ Masters Level Licensed Therapist	□ Social Worker	□ Student
	¬ Administrator	□ University Faculty	□ Other:	□ list profession	
16. Please note years in your profession	□ Student	□ 1-5	□ 6-10	□ 11-20	□ 20+

Thank you for your feedback about this CE Workshop

CE Program Title: Challenging the Model Minority Myth: International and Asian American First-Generation College Students
Presenters: Bong Jo Hwang, Ph.D. & Catherine Bitney, Ph.D.
Date: July 30th, 2013
Sponsoring organization: Hawaii Psychological Association

Presentation Feedback	Strongly Disagree				Strongly Agree
1. The program objectives were met.					
Objective #1: Challenge their ideas about universal academic achievement among students of Asian descent and the model minority myth	1	2	3	4	5
Objective #2: Learn more about Asian international students and Asian American students who are the first in their family to attend college	1	2	3	4	5
Objective #3: Better understand the unique needs of these populations and how to provide support	1	2	3	4	5
2. Accuracy and utility of content were discussed.	1	2	3	4	5
3. Content was appropriate for postdoctoral level training	1	2	3	4	5
4. Teaching methods were effective.	1	2	3	4	5
5. Information could contribute to achieving personal or professional goals.	1	2	3	4	5
6. Cultural, racial, ethnic, socioeconomic, and gender differences were considered.	1	2	3	4	5
7. How much did you learn in this course?	Very Little	Little	Some	A Good Bit	A Great Deal
8. Did this program enhance your professional expertise?	Yes	No			

Instructor(s) Feedback	Strongly Disagree				Strongly Agree
5. Knew the subject matter	1	2	3	4	5
6. Taught the subject completely	1	2	3	4	5
7. Elaborated upon the stated objectives	1	2	3	4	5
8. Presented content in an organized manner	1	2	3	4	5
9. Maintained my interest	1	2	3	4	5
10. Answered questions effectively	1	2	3	4	5

11. Presenter (or program chair, etc.) made clearly evident, prior to registration, the following:

a. Requirements for successful completion of activity	Yes	No
b. Commercial support for CE program, sponsor, or instructor (or any other relationship that could reasonably be construed as a conflict of interest)	Yes	No
c. Commercial support for content of instruction (e.g., research grants funding research findings etc.) that could be construed as a conflict of interest	Yes	No
d. Commercial support or benefit for endorsement of products (e.g., books, training, drugs, etc.)	Yes	No
e. Accuracy and utility of the materials presented, the basis of such statements, the limitations of the content being taught and the severe and most common risks?	Yes	No

Narrative

12. What was your overall impression of the activity? What went well? What could have been improved?

13. What did you learn that was new or different? How and/or will this information change how you practice?

14. Other comments

Participant Information					
15. Please note your profession and status (Check all that apply)	□ Psychologist	□ Medical Professional	□ Masters Level Licensed Therapist	□ Social Worker	□ Student
	¬ Administrator	□ University Faculty	□ Other:	□ list profession	
16. Please note years in your profession	□ Student	□ 1-5	□ 6-10	□ 11-20	□ 20+

Thank you for your feedback about this CE Workshop

CE Program Title: Kānaka 'Ōiwi Issues and Perspectives on Health and Well-Being: Keawe'aimoku and I Ola Lahui: Rural Hawai'i Behavioral Health

Presenters: Joseph Kaholokula, Ph.D. & Robin Miyamoto, Psy.D.
Date: July 30th, 2013
Sponsoring organization: Hawaii Psychological Association

Presentation Feedback	Strongly Disagree				Strongly Agree
1. The program objectives were met.					
Objective #1: The learner will demonstrate knowledge of the most prevalent physical and mental health problems experienced by Native Hawaiians.	1	2	3	4	5
Objective #2: The learner will be able to describe the social determinants of health most pertinent to indigenous populations.	1	2	3	4	5
Objective #3: The learner will be able to identify key Native Hawaiian health concepts and culturally-congruent treatment strategies.	1	2	3	4	5
Objective #4: The learner will be able to critically analyze current psychological treatment paradigms and their relevance to indigenous peoples.	1	2	3	4	5
2. Accuracy and utility of content were discussed.	1	2	3	4	5
3. Content was appropriate for postdoctoral level training	1	2	3	4	5
4. Teaching methods were effective.	1	2	3	4	5
5. Information could contribute to achieving personal or professional goals.	1	2	3	4	5
6. Cultural, racial, ethnic, socioeconomic, and gender differences were considered.	1	2	3	4	5
7. How much did you learn in this course?	Very Little	Little	Some	A Good Bit	A Great Deal
8. Did this program enhance your professional expertise?	Yes	No			

Instructor(s) Feedback	Strongly Disagree				Strongly Agree
5. Knew the subject matter	1	2	3	4	5

6. Taught the subject completely	1	2	3	4	5
7. Elaborated upon the stated objectives	1	2	3	4	5
8. Presented content in an organized manner	1	2	3	4	5
9. Maintained my interest	1	2	3	4	5
10. Answered questions effectively	1	2	3	4	5

Professional & Ethical Issues

11. Presenter (or program chair, etc.) made clearly evident, prior to registration, the following:		
a. Requirements for successful completion of activity	Yes	No
b. Commercial support for CE program, sponsor, or instructor (or any other relationship that could reasonably be construed as a conflict of interest)	Yes	No
c. Commercial support for content of instruction (e.g., research grants funding research findings etc.) that could be construed as a conflict of interest	Yes	No
d. Commercial support or benefit for endorsement of products (e.g., books, training, drugs, etc.)	Yes	No
e. Accuracy and utility of the materials presented, the basis of such statements, the limitations of the content being taught and the severe and most common risks?	Yes	No

Narrative

12. What was your overall impression of the activity? What went well? What could have been improved?

13. What did you learn that was new or different? How and/or will this information change how you practice?

14. Other comments

Participant Information

15. Please note your profession and status (Check all that apply)	□ Psychologist	□ Medical Professional	□ Masters Level Licensed Therapist	□ Social Worker	□ Student
	¬ Administrator	□ University Faculty	□ Other:	□ list profession	
16. Please note years in your profession	□ Student	□ 1-5	□ 6-10	□ 11-20	□ 20+

Thank you for your feedback about this CE Workshop

Dear AAPA Colleagues,

Greetings! On behalf of the Asian American Psychological Association, we are writing to invite your help to review poster, interactive session, and symposia proposals submitted to the 2013 AAPA Conference in Honolulu, Hawaii. Your input on the proposals will be essential to creating what we expect will be an excellent and substantive program.

The conference theme this year is "Social Justice and Prevention: Strengthening Our Community." Qualified reviewers are expected to (a) have knowledge of theoretical, research, clinical, and/or social justice topics related to Asian American and multicultural psychology, (b) review program proposals for posters, symposia, interactive sessions, and workshops, and (c) provide ratings and written feedback using our online evaluation program.

We ask that professional members of our community volunteer and help encourage qualified parties (e.g., graduate students, mentees, interns) to volunteer. If you are interested, please send your name, email address, via email to Nicole Rider (atnicole.rider@gmail.com) or Seung Yu at (aapapostercommittee@gmail.com). If you have not served as a reviewer before, please also send a brief two-page resume to either Nicole or Seung.

Thank you,

Nicole Rider, M.A.
E.J.R. David, Ph.D.
Co-Chairs, Sessions Committee

Seung Yu, M.A.
Nori Lim, Ph.D.
Co-Chairs, Poster Committee

Template for Poster Proposal Acceptance/Rejection/Follow-Up

ACCEPTANCE EMAIL

Dear <u>AUTHORS</u>:

Congratulations! Your proposal, "<u>TITLE</u>" has been accepted as a poster for the 2013 AAPA Convention at the <u>VENUE</u> in <u>LOCATION</u> on <u>DATE</u>. Please contact us at aapapostercommittee@gmail.com to by <u>DATE</u> to confirm this acceptance. All presenters need to be registered for the convention.

Congratulations again. We look forward to hearing from you.

AAPA <u>2013</u> Conference Planning Team

Seung Yu & Nori Lim
Poster Session Co-Chairs
AAPA Annual Meeting 2013

ACCEPTANCE FOLLOW-UP EMAIL

Thank you very much for confirming the intention to present your poster at the AAPA <u>2013</u> Convention on <u>DATE</u>.

Further specifications will be forthcoming by early June, however, please know that poster dimensions are to be 3' x 5' and that the poster is to be mounted on a tri-fold backboard, then placed upon a table during the poster session.

Seung Yu & Nori Lim
Poster Session Co-Chairs
AAPA Annual Meeting 2013

REJECTION EMAIL

Dear <u>AUTHORS</u>:

Thank you for your poster submission "<u>TITLE</u>" for the upcoming Asian American Psychological Association conference in <u>LOCATION</u>. We regret that we are unable to accept your poster submission this year. Each proposal was blind-reviewed by two independent reviewers, and those with the highest overall rankings were accepted for the convention based on available space.

If you have any questions about your submission, please send an email to aapapostercommittee@gmail.com. Thank you again for your submission.

Sincerely,

AAPA <u>2013</u> Conference Planning Team

Seung Yu & Nori Lim
Poster Session Co-Chairs
AAPA Annual Meeting 2013

Dear Poster Presenters

It is nearing the day of the AAPA conference. We hope that everything is going well with your preparations and all of your other endeavors!

REMINDER: E-MAIL US ABOUT WHETHER OR NOT YOU WANT US TO SECURE A TRI-FOLD FOR YOUR POSTER

Most of you have already informed us about your decision to acquire a tri-fold either through AAPA or on your own. **Please disregard this reminder if you already contacted us**, and **THANK YOU**!

This reminder applies to Poster Presenters who have **NOT** contacted us. Please let us know your decision by **FRIDAY, JULY 26**! We really appreciate this!

- Please email us (aapapostercommittee@gmail.com) with your **NAME** and **POSTER TITLE**.
- Here is a link to the trifold that AAPA will be purchasing [link].
- Also, **bring $5 cash** to pay for the tri-fold.

TIP #1: FONT SIZE FOR YOUR POSTER PRESENTATION
Regarding the tri-fold template (PowerPoint file) we sent earlier, we would like to remind you to focus on maximizing your presentation for people looking at your poster from a distance (be sure your poster is legible). For this purpose, we recommend you increase the minimum text FONT SIZE from size 32 (as it is on the file we sent earlier) to size 36 (of course, this will depend on the type of font you use). Attached is a sample PowerPoint file with this adjustment.

Here are a few other reminders:

- The dimensions for the 2013 conference posters are to be **3 feet x 4 feet (36 inches by 48 inches)**
- Attached, once again, is a list of all posters. Check to make sure of your session assignment.
- Session 1 (10:15-11:15am) and Session 2 (4:00-5:00pm) are both in the Lanai Room.

TIP #2: POSTER JUDGING & HANDOUT FOR POSTER JUDGES
Two judges will be evaluating each poster presentation. As poster presenters, you will have a limited amount of time to make an impact. Please prepare a **2 to 3-minute short speech** summarizing your poster (what the poster is about, methods, results, implications). In addition, it would be helpful to poster judges if you can provide them with **a one-page handout** of your poster presentation (i.e., this will be the same exact thing as your poster, but only printed in an 8.5" x 11" paper). This will be very helpful when judges are making their final decisions about the poster winner!

If you have any questions, please don't hesitate to contact us. Thank you all and see you in Honolulu on July 30!

Best,

Seung Yu & Nori Lim
Poster Session Co-Chairs
AAPA Annual Meeting 2013

Judges for AAPA 2013 Poster Sessions

Thank you for agreeing to judge this year's poster session. We hope the information through this email will give you a good idea how the poster judging experience.

Time will be very tight during the session. Should you wish to browse abstracts and summaries prior to the conference day, we will be sending you another email with this information for the posters assigned to you. Some presenters may begin setting up their posters an hour or two prior to the actual session. Feel free to begin the process early, if you would prefer to avoid the heavy traffic during the actual session. Presenters have been told that judges will be perusing posters. Please feel free to discuss posters with the authors; some of them may be expecting you. At the same time, circumstances may not allow for you to talk with many of them. It has been suggested to them that they prepare 8.5 x 11 paper handouts of the poster.

Each judge will evaluate 5-6 posters and each poster will be evaluated by 2 judges. Attached is a sample evaluation worksheet which will be provided on conference day. These worksheets are for your purposes only to help you prepare for the convening of judges and negotiation of a short list of candidates (finalists) for the poster award. The convening of judges will take place 20 minutes into the session. Only one award will be given for each poster session.

<u>Time Table – Session 1</u>
10:15 – 10:35 Individual judging of assigned posters. Identify finalist nominee.
10:35   **Judges convene in private room: "the Lounge"**
10:35 – 10:55 Judges discuss finalists. Determine a short list of 2-3 posters.
10:55 – 11:15 Judges view finalist posters. Reconvene to determine winner.

<u>Time Table – Session 2</u>
4:00 – 4:20   Individual judging of assigned posters. Identify finalist nominee.
4:20   **Judges convene in private room: "the Lounge"**
4:20 – 4:40   Judges discuss finalists. Determine a short list of 2-3 posters.
4:40 – 5:00   Judges view finalist posters. Reconvene to determine winner.

Thank you again for volunteering your time and expertise!

Seung Yu & Nori Lim
Poster Session Co-Chairs
AAPA Annual Meeting 2013

AAPA 2013 Conference – Poster Judge Evaluation Worksheet

-Name of Poster Judge -Assigned posters	-Time Table

Dear Poster Judge, feel free to use this document as you please. It is meant only to facilitate your own review process.

Content $1 - 2 - 3 - 4 - 5$
- *Clarity*
- *Methodological soundness*
- *Contribution to the field*

  +

  Δ

Visual Presentation $1 - 2 - 3 - 4 - 5$
- *Clarity*
- *Flow of information*
- *Aesthetic appeal*

  +

  Δ

Other considerations
- *Oral presentation*

Scavenger Hunt

Asian American Psychological Association
AAPA Scavenger Hunt
2013 Honolulu, Hawaii Convention

Directions: E Komo Mai (Welcome) to the AAPA 41st scavenger hunt. You will be asked to complete the following tasks: (a) find people below and insert their names; (b) find out more information about AAPA! Here are a few rules:

- You can participate either as an individual or a group. Each group can have up to 3 people.
- Complete the sheet as much as possible.
- When you finish collecting the information, find Lali McCubbin or a volunteer at the registration desk to hand in your sheet to enter into the raffle.
- All sheets for the raffle must be handed in by 4:00 PM prior to the mentor/mentee reception.
-

Two prizes will be given by drawing from the completed sheets at the mentor/mentee reception. Please be present to pick up your prize.   The prizes are care packages of ono delicacies from Hawai'i.
Please attend the mentor/mentee reception. We have some exciting topics and amazing mentors to discuss a variety of topics of interest to our membership. We are excited to see you all here and welcome to Hawai'i!

Scavenger Hunt

A	A	P	A
Find an AAPA member who was born outside of the U.S.	Find a Hawaiian word and its English translation	Who will be the AAPA president for 2014?	Find an AAPA fellow.
Name the famous surfer whose statue resides on Waikiki Beach.	State this year's convention theme.	Find a poster presenter.	Find a convention attendee from Hawaii
Find a first time convention attendee	Find someone on one of the conference committees	Find a symposium presenter.	Who will be the AAPA vice president for 2014?
Name the city where AAPA convention will take place in 2014.	Find a past president of AAPA.	Find an editorial board member for the Asian American Journal of Psychology	What is the Hawaiian word for "thank you"?

Name(s): _____

Guidelines for the Mentor-Mentee Reception

Mentors: Thank you/Mahalo nui loa for volunteering to mentor during this hour. You have been assigned the following topics (see assignment sheet accordingly). Please stay in your section/table for the entire mentor/mentee reception hour. Your task is to (a) facilitate a discussion about your topic(s); and (b) allow time for people to exchange contact information. You will meet with each group for 20 minutes with a total of two groups for the session.
Mentees: You may attend two (2) mentoring sessions during this reception. You will meet with your chosen mentors/topic/table (see list and signs accordingly) for 20 minutes. You will then have the opportunity to switch to another table for an additional 20 minutes. You may stay in your mentoring group for the entire session but please accommodate new people joining the group.

General Guiding Questions for Mentors (related to the specific topic):

1. What advice do you have related to the topic for students? Early Career Psychologists (ECP's)?
2. What do you see as the biggest challenges? rewards?
3. What opportunities exist currently? How can a person find opportunities or networks related to a specific area/topic?
4. How can a person get involved or receive additional training?

Sign-Up Sheet*

2013 Mentor-Mentee Reception

There will be opportunities to speak with various mentors based on your preferences. Twenty-minute (20) intervals will be announced so you may rotate topics. Feel free to continue conversations at the Banquet or exchange information to keep in touch at a later time. Please complete the surveys on the back of this handout to provide valuable feedback for next year's event. You will be able to attend two (2) mentor-mentee tables during the reception. *Thank you to the mentors for volunteering their time and for sharing their expertise!*

Early career issues
- **Richard Lee** (Early Career Professional Issues, Work-Family Balance)
- **Pei-Wen Winnie Ma** (Early Career Professional Issues)

Publishing; work-family balance
- **Linda Juang** (Writing / Publishing, Work-Family Balance)
- **Gordon Hall** (Writing / Publishing, Work-Family Balance)

Applying to graduate school; applying for internship; teaching
- **Michi Fu** (Applying to Graduate School, Applying for Internship, Teaching, Social Justice and Advocacy)
- **Bryan Kim** (Applying to Graduate School, Managing Graduate School, Applying for Internship, Writing / Publishing, Teaching)

Writing/publishing; clinical practice; international student
- **Alvin Alvarez** (Managing Graduate School, Writing / Publishing, Teaching, Social Justice and Advocacy, Work-Family Balance)
- **Wei-Chin Hwang** (Writing / Publishing, Grants and Research Funding, Teaching, Clinical Practice, Establishing Private Practice, Early Career Professional Issues)
- **Weifen Mei** (Writing / Publishing, Early Career Professional Issues, Work-Family Balance, Non-Traditional Career Pathways, International Student and Professional Issues)

Social justice/advocacy and teaching
- **Karen Suyemoto** (Teaching, Social Justice and Advocacy)
- **Jeffery Mio** (Teaching, Social Justice and Advocacy)

Applying to and managing graduate school; teaching; early career issues
- **Grace Kim** (Applying to Graduate School, Managing Graduate School, Teaching, Social Justice and Advocacy, Early Career Professional Issues, Work-Family Balance)
- **Kevin Chun** (Applying to Graduate School, Managing Graduate School, Writing / Publishing, Teaching, Early Career Professional Issues)
- **Laurie "Lali" McCubbin** (Applying to Graduate School, Managing Graduate School, Teaching, Work-Family Balance)

2013 Mentor-Mentee Reception Feedback

1) Circle one: Mentee   Mentor

2) Overall, how was your experience today?

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

3) How satisfied were you with the format of the Reception (i.e., rotating by topic area)?

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

4) Approximately how many mentees / mentors did you speak with today? _____

5) 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

6) How satisfied were you with *the quality of the conversations* you had?

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

7) Which of the following areas did you talk about today?
- ___ Applying to Graduate School
- ___ Managing Your Graduate School Career
- ___ Applying for Internship
- ___ Professional Issues in Clinical Practice / Establishing a Private Practice
- ___ Social Justice and Advocacy
- ___ Early Career Professional Issues
- ___ Balancing Work and Family
- ___ Writing & Publishing
- ___ Teaching
- ___ Obtaining Grants and Research Funding
- ___ LGBTQ Issues
- ___ International Student and Professional Issues
- ____ Non-Traditional Career Paths

8) How satisfied were you with the conversation topics available? (e.g., Applying to Grad School, Successfully Managing….)

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

9) What other areas would you like to see available?_____

10) 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

11) Other comments / suggestions for improvement:_____
_____
_____

Thank you for your participation and feedback!