

Vice President's Letter

Welcome to this edition of PERQ. This is the first issue under our new editor, Jennifer Purcell. We want to thank Carol Thrush for her leadership and are pleased that she facilitated a smooth transition for Jennifer. Jennifer has worked diligently to produce this issue and I greatly appreciate her efforts.

We are very fortunate to have support from our members to contribute to and sustain our communications efforts. To this end, I hope that you take a look at the proposed bylaws for Division I printed in this PERQ. We have proposed a communications committee which would link our website and newsletter and other communication efforts under one leader. Please let us know what you think about this idea and other details in the proposed bylaws (pages 10-16).

Since mentioning committees, I would like to highlight the mentoring committee under the leadership of Hugh Stoddard and Maria Blanco. They will be hosting an early morning session on Wednesday during AERA to receive input from you on what this committee can be doing. Details are in this PERQ. Also, our graduate students are looking for input from other students to design appropriate activities at AERA.

Susan Case shares a report of our successful program planning meeting in Madison, WI in October. We engaged in several innovative initiatives this year. We used a review panel of five members to review all of the symposia submissions. This gave us a consistent review across what are always very exciting and competitive slots in our program. We also co-sponsored two sessions with Division D that represent an innovative format. These are described in this issue of PERQ and hopefully, they will meet your need to hear cutting edge research thoughts.

We are working with AERA for arrangements for our annual social. We will distribute information about that in a separate e-mail. That is always a nice function to spend time getting to know members of the section and catch up with old friends.

As you may realize, AERA now has a fellow status. We have three Division I members, Marcia Mentkowski, Lee Shulman, and Fred Wolf who were granted fellow status based on their standing in other organizations. There are many members of Division I who deserve this recognition and as you think of candidates to nominate consult with these current Fellows as to how to begin the nomination process. The process requires support from an AERA Fellow.

I wish you and your family and friends a wonderful holiday season in what I recognize are challenging times.

Sincerely,  
Pat O'Sullivan  
OSullivanP@medsch.ucsf.edu



In this issue

VP Letter

2009 Program Chair Report

Call for Nominations

Affirmative Action Brief

For Graduate Students

Request for Comments

Beyond the Round Table: A New Session Format

Topic of Interest: Mentoring

AERA Division I Recruitment Flyers

Division I Proposed Bylaws

Division I Officers and Committee Members



Share Your Thoughts on Publishing and Mentoring!

See page 7 for details

## 2009 Annual Meeting Program Chair's Report

Colleagues,

We had our first snow in Madison, WI this week, which made me appreciate once again the San Diego location for the April 2009 AERA meeting. The Program Committee met in early October to put together the Division I sessions. We made some difficult decisions as we reviewed 106 submissions. Ultimately, Division I ended up with 14 sessions made up of 36 papers, plus 14 paper discussion roundtables and 3 symposia.

In addition to these sessions, Pat O'Sullivan will be giving her Vice Presidential address, entitled 'Collaborative Research Across Professions: What Should We Do and What Will Make It Successful?' Pat is an amazing collaborator, and we will all learn from her reflections on this topic.

Finally, this year, we are experimenting with a new format involving two sessions shared with Division D (Measurement and Research Methodology). Based on our ongoing discussions, these sessions entitled "Responding to Errors in High Stakes Assessment" and "Skill Assessment: Advances and Challenges" will likely be highlights of the week. See page 5 for additional information.

Details about the rest of the program will follow in the next issue of PERQ, but for now please take advantage of AERA's electronic registration and housing pages at [www.aera.net](http://www.aera.net).

I'd like to thank all of you who reviewed submissions this year. Many submitted excellent reviews that will be useful to the authors. In addition, I want to thank the following colleagues who met in Madison to assemble the final program: Mark Albanese, Christy Boscardin, Kevin Eva, Stan Hamstra, Marcia Mentkowski, Andy Mroch, Doug Ripkey, and Pat O'Sullivan. We had substantial administrative support from Sean Riley of my office, and Mike Kane popped in whenever food was available.



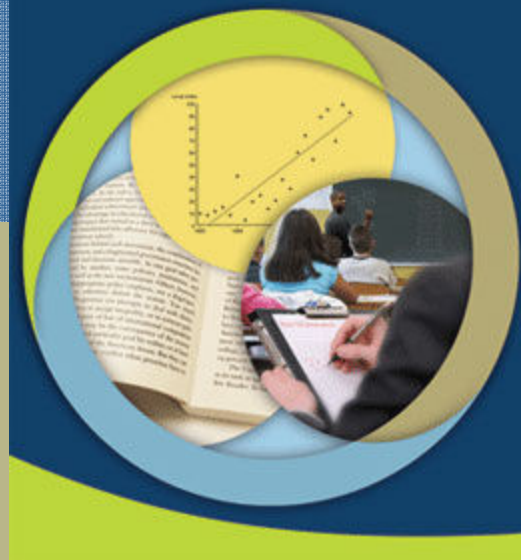
Go to [www.AERA.net](http://www.AERA.net) and sign up soon to make sure you get your favorite hotel. I look forward to seeing you all in San Diego.

Sincerely,  
Susan M. Case  
2009 Division I Program Chair

**“The 2009 annual meeting will be an opportunity for renewed discussion and expansion of the role of education research as a hub of interdisciplinary scholarship”**

- 2009 AERA President and General Program Chair on the Program Theme [www.aera.net](http://www.aera.net)

**DISCIPLINED INQUIRY**  
Education Research In The Circle Of Knowledge



**AERA in San Diego**  
**April 13-17, 2009**

# Nomination Call for Outstanding Research Publication Award

## Interested in serving on the Division I Awards Committee?



The Division I Awards Committee is looking for volunteers willing to serve on any of the subcommittees:

*New Investigator  
Established Investigator  
Research Publication  
Distinguished Career*

If interested please contact  
Arianne Teherani  
[arianne.teherani@ucsf.edu](mailto:arianne.teherani@ucsf.edu) or  
Carol Kamin [ckamin@uic.edu](mailto:ckamin@uic.edu)

Division I (Education in the Professions) of the American Educational Research Association (AERA) is seeking nominations for the 2009 Outstanding Research Publication Award. Division I is dedicated to promoting research and scholarship in education across the professions and internationally. Please refer to the Division I Web site for more information about the Division.

<http://aera.net/divisions/?id=74>

The Outstanding Research Publication Award is given to a book, chapter, or peer-reviewed article that makes a significant contribution to research and theory with implications for practice in the field of education in the professions. This year, we are soliciting outstanding books published in 2007 and 2008 and articles published in 2008.

Publications considered represent either new research findings, the synthesis of existing work, or the creation or critique of current theory or practice. Research is defined as an active, diligent and systematic process of inquiry in order to discover, interpret or revise facts, events, behaviors, or theories, or to make practical applications with the help of such facts, laws, or theories. A range of acceptable research methods encompasses quantitative and qualitative inquiry common in educational activities as well as natural inquiry leading to "thought" pieces of research. The Outstanding Research Publication Award committee will determine whether a particular nomination meets the criteria for review. While work from both members and non-members will be considered, priority is given to work by Division I members as the primary purpose of the award is to recognize contributions of the membership. The Awards Committee will consider nominations for publications of non-members and self-nominated work, especially if the product is a substantial contribution that bears directly on the efforts of Division I members.

Nomination Process: The deadline for nominations is **January 31, 2009**. Nominations must include the following: (1) a nomination letter or self-nomination letter; (2) disclosure of any conflict of interest with regards to the nominated work; (3) contact information for publishers to obtain evaluation copies of the nominated work; and (4) contact information for the nominated author(s). Publications without a formal nomination letter will not be considered for the award.

## Affirmative Action Brief

This year Division I Affirmative Action committee is planning to update the Annotated Bibliography of references on Affirmative Action last updated under the leadership of Dr. Ara Tekian in 2005. This Annotated Bibliography is an important educational resource for Division I and AERA. If you are interested in this project, please contact Christy Boscardin: [Christy.boscardin@ucsf.edu](mailto:Christy.boscardin@ucsf.edu). We warmly welcome participation from all Division I members.

## FOR GRADUATE STUDENTS

### Interested in a pre-conference mentoring session from 10-12 on Monday of AERA?

The Division is willing to sponsor a session just for graduate students if there is enough interest. The goal would be to address developing a career in professions education. If you are interested in attending, please contact either Pat O'Sullivan, Division I VP, [patricia.osullivan@ucsf.edu](mailto:patricia.osullivan@ucsf.edu) or our junior graduate student representative, Ling Hsiao ([lih750@mail.harvard.edu](mailto:lih750@mail.harvard.edu) )

### Junior Graduate Student Representative needed for Division I.

Each Division has two graduate student representatives to the AERA Graduate Student Council. This is a great way to learn more about the organization and to work closely with Division leadership. In Division I, the junior representative is sponsored to attend the annual Combined Committee Meeting in October in Washington, D.C. This provides a chance to work with the other graduate students as well as get to know members of the many other committees that carry out the work of AERA. Also, the Division I graduate student representatives keep in touch with other Division I graduate students, sponsor a fire-side chat at the annual meeting and engage in other activities to promote graduate students within the Division. In acknowledgement of this work, each graduate student representative receives a stipend to cover some of their costs to attend the annual meeting. If you are interested, please contact Pat O'Sullivan, Division I VP, [patricia.osullivan@ucsf.edu](mailto:patricia.osullivan@ucsf.edu) or either of the two graduate student representatives, Ling Hsiao ([lih750@mail.harvard.edu](mailto:lih750@mail.harvard.edu) ) or Stephanie Rivale ([srivale@austin.utexas.edu](mailto:srivale@austin.utexas.edu) ).

## Request for Members' Comments on Division I Bylaws

Each Division in AERA is required to have a set of bylaws that serves as policies to guide the Divisions' practices. Periodically, the members of each division are given the opportunity to review and comment on the bylaws. In 2008, the AERA Council requested that members be given this opportunity.

A taskforce led by Dorthea Juul reviewed our current bylaws with those recently approved for other divisions and proposed a revised set of bylaws (located on pages 10-16). Phoebe Stevenson, Deputy Executive Director of AERA, also reviewed this version as she has done for other divisions. As you review and offer suggestions, keep in mind that bylaws should provide general policies to follow rather than specific operational steps. It has been suggested by early reviewers, that our current bylaws may error on the side of being too specific, giving our officers and members less flexibility when changing contexts make adjustments necessary.

The Executive Committee appreciates that you all are very busy people and may be inclined to "leave this task to others". However, we hope that you will take the time to look over the attached bylaws and offer suggestions. The process is as follows:

1. Review the bylaws. Comment on the bylaws referring to the specific bylaw section, number and letter. This way there will be no confusion about what you would like to see changed. Within 30 days, email your comments as an attachment to Dorthea Juul at [DJuul@abpn.com](mailto:DJuul@abpn.com). The bylaws can also be downloaded from the AERA website (see page 16).
2. After review, the bylaws will be voted on by AERA Council at their winter meeting.
3. The bylaws will be voted upon by the members. It requires two-thirds of those voting to pass the bylaws.
4. New bylaws would go into effect at the end of the April 2009 Division I business meeting.

Thanks for your time and effort.

Christine Taylor  
Division I Secretary

**Our bylaws are under review. See pages 10-16 for details and send your comments soon!**



Help us make plans for the future  
See page 7 for details

## Outside of the Box and Beyond the Round Table: An Innovative Session Format to Increase Collaboration

While at AERA one of the most exciting opportunities is to hear and participate in discussions about issues that are still in the formation stage. These are the conversations that potentially set the foundation for exciting future research collaborations. A format for such discussion is one never used before at AERA, Working Group Round Tables.

AERA Division I (Education in the Professions) and Division D (Measurement and Research Methodology) are taking the lead in introducing this innovative format to AERA. We are jointly sponsoring two working group round tables described below. These formats will begin with engaging cases or questions followed by interactive contributions from the participants. The sessions will be moderated to allow interactive participation from both the table participants and the audience, as appropriate. Unlike a panel presentation, this format will allow for more interchange and idea development rather than a series of presentations.

The sessions will be scheduled back to back and will provide a coherent and continuous discussion of a number of challenging issues that are of interest to both researchers and practitioners. Light refreshments will be served at each of the sessions. We are excited about bringing you this new format and think you will find it a welcome change from the typical paper session. We are looking forward to seeing you in San Diego!

Yours truly,

Patricia O'Sullivan, Vice President, AERA Division I  
Linda Cook, Vice President, AERA Division D

[Working Group Round Tables:  
New Interactive Symposia](#)

**SESSION 1**

**SESSION 2**

**STAY TUNED**

### **Session 1: "Responding to Errors in High Stakes Assessment"**

Introductions/moderator:  
Linda Cook, Educational Testing Services

What are our experiences in discovering errors that potentially had broad impact on our stakeholders? What kinds of topics were important in the successful responses to quality problems? How do the operational and theoretical perspectives compliment or contradict when such problems occur?

Framing of the question:  
Brian Clauser, National Board of Medical Examiners

Participants:

- Craig Mills, American Institute of CPAs
- Ron Nungester, National Board of Medical Examiners
- Larry Fabrey, Applied Measurement Professionals
- Susan Case, National Conference of Bar Examiners
- Robert Brennan, University of Iowa
- Barbara Plake, University of Nebraska- Lincoln
- Steve Sireci, University of Massachusetts- Amherst

### **Session 2: "Skill Assessment: Advances and Challenges"**

Introductions/moderator:  
Patricia O'Sullivan, Univ. of California, San Francisco

What developments in the last decade of assessment have had impact on how we define and measure skills? Are expensive proxies for skill assessment justifiable, or are we just re-defining a glossary for test development? How have high stakes assessments evolved in an information saturated culture, when knowing how to find out is more important than knowing facts? What is our success in testing ethics, professionalism, communication skills?

Framing and a case study:  
Krista Breithaupt, American Institute of CPAs

Participants:

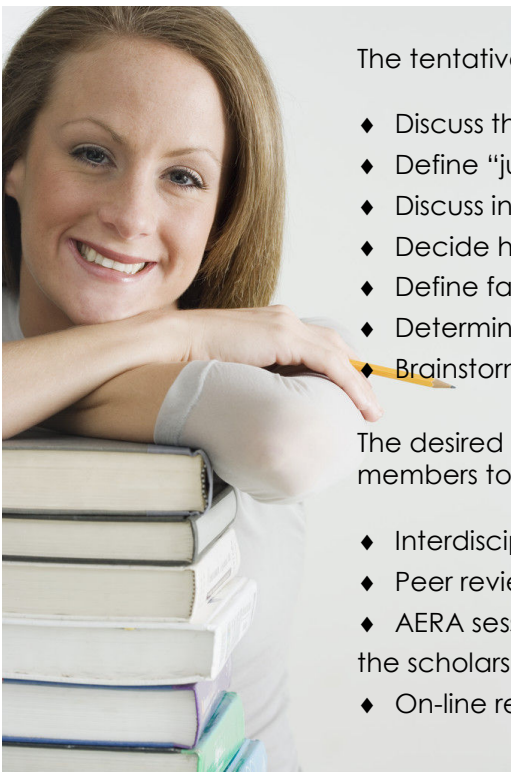
- Dick DeVore, American Institute of CPAs
- Melissa Margolis, National Board of Medical Examiners
- Pat Kyllonen, Educational Testing Services
- Mark Shermis, University of Florida
- Mark Geirl, University of Alberta
- Allan Cohen, University of Georgia

### Division I Retools Mentoring Committee

Division I is planning to retool and reintroduce a Mentoring Committee that will bring junior and senior faculty together and provide Division I junior faculty members with supports to promote their career development. Hugh Stoddard and Maria Blanco will be co-chairing this committee.



A 75-minute organizational session to discuss plans for the committee and to recruit members will be held during the AERA Annual Meeting 2009 (Wednesday, April 15, 2009 in the Vice President's Suite). Please plan to attend this session if you are interested in participating in this initiative or would like to have input on the structure and function of the Mentoring Committee. All Division I members are welcome!



The tentative agenda for the session is:

- ◆ Discuss the mission of the Mentoring Committee
- ◆ Define "junior faculty"
- ◆ Discuss integration with graduate students
- ◆ Decide how and where the will committee function
- ◆ Define faculty supports
- ◆ Determine interdisciplinary structure of the Mentoring Committee
- ◆ Brainstorm methods to recruit senior faculty as "mentors"

The desired outcome of this session is to identify supports for Division I junior faculty members to promote their career development, such as:

- ◆ Interdisciplinary networks
- ◆ Peer review of work-in progress
- ◆ AERA sessions on specific topics (e.g. teaching portfolio; scholarly teaching and the scholarship of teaching and learning)
- ◆ On-line resources

### Mentoring Resources:

Articles Related to Mentoring in the Disciplines / Professions  
Compiled by the Center for Research on Learning and Teaching at the University of Michigan [http://www.crlt.umich.edu/faculty/facment\\_disc.php](http://www.crlt.umich.edu/faculty/facment_disc.php)

UCSF Faculty Mentoring Program - Mentoring Facilitator Toolkit  
<http://acpers.ucsf.edu/mentoring/ToolKit.pdf>

Pololi, L.H., Knight, S.M., Dennis, K., and Frankel, R.M. (2002). Helping medical school faculty realize their dreams: An innovate, collaborative mentoring program. *Academic Medicine* 77(5):377-384

Zellers, D., Haward, V., and Barcic, M. (2008). Faculty Mentoring Programs: Reenvisioning Rather Than Reinventing the Wheel. *Review of Educational Research* 78(3):552-588

.....

**"MENTORING** is a reciprocal learning relationship characterized by trust, respect, and commitment, in which a mentor supports the professional and personal development of another by sharing his or her life experiences, influence, and expertise."

(Zellers et al, 2008)

.....

## CONGRATULATIONS! Your submission was accepted... You'll deliver a great presentation... But, what happens next?

The AERA offers very high quality presentations at the Annual Meeting. Submissions are lengthy compared to many meetings and the review process is very rigorous. Despite this, the number of submissions that go on to be published articles seems relatively small.

**We want to know how to change that.**

After our last meeting we conducted a survey to determine the role of presentation, mentoring and publication options in stimulating publication of research presented at AERA. Although the response rate was relatively low, we found very interesting results. We also received contact details from those who are willing to mentor others to bring their work to the next level.

The full results of this study will be presented at the next business meeting of Division I in San Diego and will be published in an upcoming issue of PERQ.

However, to create a complete picture of our needs, **we need more responses**. If you have *not* completed the survey, please take a few moments to do so. Your responses will help us make better plans for the future.

[http://www.surveymonkey.com/s.aspx?sm=SuntPGsVP\\_2f0j1c7bJ1Qm9Q\\_3d\\_3d](http://www.surveymonkey.com/s.aspx?sm=SuntPGsVP_2f0j1c7bJ1Qm9Q_3d_3d)

If you have any questions or recommendations, please contact:

Paul F. Wimmers  
UCLA School of Medicine Dean's Office  
Educational Development & Research  
Box 951722, 60-051 CHS  
Los Angeles, CA 90095-1722  
Email: [pwimmers@mednet.ucla.edu](mailto:pwimmers@mednet.ucla.edu)

Bridget O'Brien  
UCSF School of Medicine  
Office of Medical Education  
Box 0410, C-254  
San Francisco, California 94143-0410  
Email: [obrienb@medsch.ucsf.edu](mailto:obrienb@medsch.ucsf.edu)



### A Mentor will be Missed

At the AERA 2008 meeting in New York, we acknowledged the great contributions of Carole Bland with our "Distinguished Career Award." While Carole could not be present, she gave a powerful acceptance speech over the telephone, sharing key points typical of someone with a life-long commitment to faculty development. Members of Division I felt great sadness at the news of her death. Carole J. Bland, PhD, died August 23, 2008, of pancreatic cancer. You can read about her many accomplishments on the University of Minnesota website—<http://www.med.umn.edu/fm/bland.html>. Carole will be very missed by the professions education community.



**If you work in Education in the Professions, Division I is a perfect match for you.**

Division I of the American Educational Research Association (AERA) is dedicated to promoting research and scholarship in education across the professions and internationally. These professions include: architecture, business, dentistry, engineering, law, medicine, the ministry, the military, nursing, pharmacy, physician assistants, physical therapy, occupational therapy, and teaching. The Division fosters communication across the professions in topics such as learning, expertise, tacit knowledge, professional identity, assessment and testing, multiple methods, research integrity—as well as the professional development of education researchers.

**To learn more about AERA/Division I, visit the AERA website  
[www.aera.net](http://www.aera.net)**

**To become a member, click on the Membership section.**

Division I members receive a quarterly electronic newsletter, Professions Education Research Quarterly (PERQ). PERQ includes articles by Division members, reports on Division activities, the Division I schedule for the Annual Meeting, and abstracts of all the sessions. Current and past issues of PERQ are posted as Adobe Acrobat files on the Division I website (<http://www.aera.net/divisions/i/home>).

Division I sponsors a full program of peer-reviewed papers, symposia, posters and workshops at the AERA Annual Meeting each spring. In addition, several social events welcome new, returning and continuing members. The 2009 AERA annual meeting will be in San Diego from April 13-17. The theme is “**Disciplined Inquiry: Education Research in the Circle of Knowledge.**” Details are at [www.aera.net](http://www.aera.net).

Division I sponsors several annual awards including *Best Paper by a New Investigator* and *Best Paper by an Established Investigator* for papers presented in Division I at the Annual Meeting. An annual award recognizes the *Outstanding Research Publication of the Year*, nominated and selected from peer-reviewed books, chapters or articles published in the previous year. Bi-annually, Division I sponsors a Distinguished Career Award to an individual for his or her extensive influence on a professional field, professions education, and education in general.

Division I has an active Affirmative Action Committee that annually updates a selective, annotated bibliography of references on Affirmative Action and Diversity in professional education to serve as a resource and stimulus to members of Division I.

There are many opportunities to participate in Division I including attending presentations, the business meeting, and social events at the Annual Meeting: We welcome your submission of proposals and serving as a reviewer, chair or discussant for the Annual Meeting program, and serving on various committees. Division I is one of the smaller AERA Divisions. Thus, members easily become acquainted, share collegial and collaborative friendships and scholarship, and create and encounter exciting ideas and well-developed scholarship. We will welcome you!



As part of a community of education researchers who are supporting the goals and mission of the Association:

- Membership includes one divisional membership at no charge. Members may also elect to join additional division(s) and Special Interest Groups (SIGs) at the established annual dues rate.
- Members enjoy restricted access to the Member Only Area on the AERA website which consists of an online searchable membership directory with up-to-date contact information about all AERA members; easy access to member records for verification and modification; and archival Annual Meeting programs.
- Membership in AERA is a requirement for submission of proposals for the Annual Meeting. Members may also sponsor a non-member co-author or submitter.
- Members enjoy special prices for AERA journals, publications, and the journal CD-ROM set. In addition, members are offered special discounted registration fees for the Annual Meeting and Professional Development courses.
- Members may utilize AERA-sponsored group insurance programs through the Trust for Insuring Educators (TIE) administered by Forrest T. Jones & Company. The programs range from hospitalization benefits, life insurance, and professional liability plans, which are available to members and their families at attractive group rates.
- Members select from among the following journals with their membership:

**[Educational Researcher \(ER\)](#)**

**[American Educational Research Journal \(AERJ\)](#)**

**[Educational Evaluation and Policy Analysis \(EEPA\)](#)**

**[Journal of Educational and Behavioral Statistics \(JEBS\)](#)**

**[Review of Educational Research \(RER\)](#)**

**[Review of Research in Education \(RRE\)](#)**

## Division I Proposed Bylaws

Email your comments to Dorthea Juul at [DJuul@abpn.com](mailto:DJuul@abpn.com)

### AMERICAN EDUCATIONAL RESEARCH ASSOCIATION

#### BYLAWS

Draft for Review by Members December 2008

##### Article I. Name

The name of the organization is AERA Division I – Education in the Professions.

##### Article II. Affiliation

Division I is a division of the American Educational Research Association (AERA) and, as such, members of Division I pay annual dues to AERA and participate as active members of AERA.

##### Article III. Governing Authority

Division I is governed by the Bylaws and Articles of Incorporation of AERA. Division I's bylaws shall not conflict with the Bylaws and Articles of Incorporation of AERA or policies adopted by the AERA Council.

##### Article IV. Purpose

The purpose of Division I is to further educational research, development, and evaluation in the professions by supporting scholarly presentations and publications; providing opportunities for professional growth and recognition; enhancing communication, outreach, and networking among members; and improving the capacity of the educational research profession to inform practice and policy as it relates to education in the professions.

##### Article V. Membership

###### Section 1. Membership Eligibility

AERA members may select membership in Division I provided they are current members of AERA.

###### Section 2. Membership Dues

Each member shall pay annual membership dues in accordance with the Bylaws, policies, and practice of AERA.

##### Article VI. Officers

The elected officers of Division I are the Vice President, Secretary, and two Executive Committee Members-at-Large. Only voting members of AERA and Division I may hold elective offices.

## Section 1: Terms of Office

- The term of office of the Vice President shall be three years.
- The term of office of the Secretary shall be two years.
- The term of office of the Members-at-Large shall be two years.
- The Vice President shall not be eligible for immediate re-election.
- The Secretary and Members-at-Large shall can be appointed to a second term.
- Terms of office shall begin the day following the close of the AERA Annual Meeting [or modified as designated in the AERA Bylaws].
- If a Vice President, Secretary, or Member-at-Large is not ready to take office within one month of the Annual Meeting, the positions shall be filled as specified below.

## Section 2: Appointment of Replacement

If the Vice President is not able to complete a term of office, and there is no Vice President Elect, the President of AERA shall appoint a replacement to serve in the position until the next AERA ballot. At that time a replacement shall be elected to serve out the remainder of the term (if any). The President of AERA will refer to Division I's Executive Committee for recommendations.

If the Secretary or a Member-at-Large is unable to complete a term of office, the Vice President of Division I shall appoint a replacement to serve until the next ballot. At that time a replacement shall be elected to serve out the remainder of the term.

## Section 3: Officer Duties

### The Vice President shall:

- Call and conduct the annual business meeting of Division I held in conjunction with the annual meeting of AERA.
- Represent Division I and its interests as a full voting member at AERA Council meetings.
- Communicate the perspectives and ongoing needs of Division I to the AERA Council, AERA Executive Board, and Executive Director.
- Represent Division I and its interests by serving as liaison to other AERA Divisions and to SIGS and to other educational organizations and institutions.
- Submit an annual report on the status of the division to the membership in *Educational Researcher* through the Central Office of AERA.
- Present an annual report on the state of the division to the membership at the annual division business meeting.
- After consultation with the committee chairs and Executive Committee of the Division, develop and monitor the operating budget of Division I, to be administered under the authority of the Executive Director of AERA.
- Deliver a Vice Presidential Address, usually in the final year of term.
- In consultation with the Division I Executive Committee, make appointments to divisional committees and to AERA standing committees on which there are divisional representatives such as the AERA Graduate Student Council and the Affirmative Action Council.
- Serve as chair of the Division I Executive Committee.
- Serve as an *ex officio* member of all Division I committees.
- Be responsible for activities that will further the goals of Division I.
- Keep Division I membership informed on an ongoing basis of Division I and AERA activities by writing and disseminating a newsletter and through other communication channels that might be available.
- Assure transfer of Division I records and information to the incoming Vice President and Secretary.
- Continue to serve on the Division I Executive Committee as Immediate Past Vice President.
- As Vice President-elect, serve as a member of the Executive Committee.

**The Secretary shall:**

- Maintain all minutes and records of the Division.
- Serve on the Division I Executive Committee.
- Transfer the division records to the incoming Vice President and the incoming Secretary.
- Perform other duties as assigned by the Vice President in consultation with the Division I Executive Committee.

**The Members-at-Large shall:**

- Serve on the Executive Committee.
- Perform other duties as assigned by the Vice President in consultation with the Executive Committee. Typically, a project related to Division I activities will be carried out.

**Article VII. Committees**

Most committees will function with a chair and volunteer members. All committee members must be AERA and Division I members in good standing. The terms of membership for all standing committees shall be for three years with staggered terms and shall begin the day following the Association Annual Meeting. Each year the Vice President shall solicit volunteers for service on the various committees using e-mail, division newsletters, and the annual business meeting and, unless too large in number, invite all volunteers to participate. The Vice President shall attempt to get broad representation based on gender, race, profession, and length of time in the profession. All committees shall submit an annual report to the membership.

Committees not mandated by Division I's bylaws may be retired, established, designated "standing" or "ad hoc" by action of the membership at its annual Business Meeting.

Division I has the following standing committees:

- Executive Committee
- Nominating Committee
- Membership Committee
- Affirmative Action Committee
- Program Committee
- Mentoring Committee
- Awards Committee
- Graduate Student Committee
- Communication Committee
- Ad Hoc Committees, as needed

**Section 1: Executive Committee**

Functions:

- Serve as an advisory group to the Vice President.
- Make recommendations to Division I membership within limits set forth in these bylaws.
- Review on an annual basis the nature and quality of all Division activities, including annual meeting program, newsletter, and membership activities.
- Advise on establishing ad hoc committees.
- Meet at least once each year, usually during the Association Annual Meeting. Additional meetings may be called by the Vice President or upon petition of a majority of Executive Committee Members.

Membership: Vice President, immediate past Vice President, Secretary, two elected Members-at-Large, Committee Chairs, and incoming Vice President or Secretary.

Officers: The Vice President shall be chair of the Executive Committee. The Secretary will serve as Vice Chair.

Quorum: *Two-thirds of the members of the committee shall constitute a quorum. Unless otherwise specified by the bylaws, advisory decisions shall be by a majority of those present.*

## **Section 2: Nominating Committee**

Functions: Recommend candidates for offices of Vice President, Secretary, and Executive Committee Members-at-Large. The specific responsibilities of this committee are described under Nominations and Elections.

Membership: Membership shall consist of a chair and two members. In addition, the chairs of the Membership and Affirmative Action Committees shall also serve on the Nominating Committee. The chair and members are appointed by the Vice President in consultation with the Executive Committee.

## **Section 3: Membership Committee**

Functions: Increase and broaden the scope of Division I membership. Provide the Executive Committee with an annual Division membership numbers and other data requested by the Executive Committee.

Membership: Membership shall consist of a chair and at least four members representing a variety of professions. Members are appointed by the Vice President in consultation with the Executive Committee.

## **Section 4: Affirmative Action Committee**

Functions: Increase and broaden the scope of Division I membership. The chair will represent the Division on the AERA Affirmative Action Council.

Membership: Membership shall consist of a chair and at least four members representing a variety of professions. Members are appointed by the Vice President in consultation with the Executive Committee.

## **Section 5: Program Committee**

Functions:

- Solicit, plan, and monitor the Division I program of scholarly presentations at the Association Annual Meeting.
- Encourage proposals from a broad range of researchers in professions education to encourage membership participation.
- Coordinate peer review process and develop the program
- Work with other divisions and SIGs to co-sponsor sessions.
- Coordinate activities with AERA Program Committee as required.
- Plan Division I social activities such as a reception during the Association Annual Meeting.
- Provide the Vice President with a summary program report 90 days after the Association Annual Meeting.

Membership: Membership shall consist of a chair, the past chair, the incoming chair, the Vice President, the Affirmative Action Officer, a student and other members as needed and should represent a variety of professions. Members are appointed annually by the Vice President in consultation with the Executive Committee.

## **Section 6: Mentoring Committee**

Functions: Provide mentoring opportunities for Division members related to both career and dissemination of scholarly work. Provide mechanisms for generating ideas for publications.

Membership: Membership shall consist of a chair, and at least four additional members. Members are appointed by the Vice President in consultation with the Executive Committee.

## **Section 7: Awards Committee**

Functions: Provide recognition of outstanding research and related contributions of interest to Division I.

Develop mechanisms for identifying and reviewing potential recipients, including, soliciting nominations from the membership. Division I gives the following awards:

- Outstanding Research Publication Award
- New Investigator Award
- Established Investigator Award
- Distinguished Career Award

Membership: Membership shall consist of co-chairs and a vice chair for each award subcommittee corresponding to each award. Each subcommittee will have at least four additional members. Members are appointed by the Vice President in consultation with the Executive Committee and the committee co-chairs.

### **Section 8: Graduate Student Committee**

Functions: Oversee the primary graduate student functions including annual meeting activities, communication activities, identification and recruitment of graduate students to participate in Division I activities, and mentoring activities, in collaboration with the Publications Mentoring Committee.

Membership: The senior graduate student representative shall serve as chair, and the junior graduate student representative shall serve as vice chair. Other members shall include the Division I liaison (senior faculty), a junior faculty, and a chair for each of the subcommittees as needed for the functions described above. Members are appointed by the Vice President in consultation with the Executive Committee.

### **Section 9: Communication Committee**

Functions: To oversee venues for scholarly exchange among members on issues of interest. To serve as a source of information about events and resources of interest to the membership of Division I. To disseminate information about members' activities.

Membership: Membership shall consist of the editor of the newsletter, who will serve as chair, the Division I web-liaison, and at least two additional members. Members are appointed by the Vice President in consultation with the Executive Committee.

### **Section 10: Ad Hoc Committees**

Functions: Ad Hoc committees may be established by the Vice President in consultation with the Executive Committee to address specific concerns and opportunities that do not fall within the purview of the standing committees as described in the bylaws.

Membership: Ad Hoc committees shall have at least three but not more than five members. Members and chairs are appointed by the Vice President in consultation with the Executive Committee. An Ad Hoc committee will be dissolved by the Executive Committee when, in the Executive Committee's judgment, the assigned task has been completed. An Ad Hoc committee may be reappointed if deemed appropriate.

### **Section 11: Temporary Leave of Committee Members**

Committee chairs and members who find that they cannot fulfill the responsibilities of their position may notify the Vice President, who may appoint a temporary replacement until such time as the committee member can resume his or her duties. At the discretion of the Vice President, the replacement may continue on the committee as an additional member. Also may leave the committee in accordance to AERA conflict of interest policy.

## **Section 12: Removal of Committee Members**

A motion from the Executive Committee to remove any committee member for cause or for nonperformance of duties shall be circulated in writing to all Executive Committee members thirty days prior to a vote on removal. During this thirty-day period, the committee member in question has the right to respond in writing to the removal motion. A confidential ballot of the Executive Committee members shall be taken and can be conducted by mail or e-mail and handled by a duly authorized agent appointed by the Executive Committee. If the committee member in question is an Executive Committee member, he or she shall not vote on the motion for removal from the committee. A motion to remove a committee member from a committee shall require a two-thirds majority of the voting Executive Committee for approval. Upon removal of a committee member from the committee, the Vice President shall appoint a replacement member to serve the remaining term of the removed committee member.

## **Article VIII. Division Meetings**

### **Section 1: Scheduling of Meetings**

The Vice President shall have authority to set the time and place of all meetings of Division I.

### **Section 2: AERA Annual Meeting and Division I Business Meeting**

Except for sufficient reason, there shall be an Annual Meeting of the AERA each year. One session shall be arranged at this meeting for the Division I Annual Business Meeting. The Division I Annual Business Meeting will be a forum for reports of committee activities and discussion of Division I affairs, including a report on Division I financial activities. Any Division I Awards will be made at the Annual Business Meeting. During the Division I Annual Business Meeting, members of the Executive Committee shall report to the membership. Special recognitions may be presented. Members in attendance shall be considered a quorum.

### **Section 3: Notice of Division I Meetings**

Announcement of time and place of any business meeting of Division I shall be made as far ahead as is reasonably possible. In any case, notice shall be sent to each voting member at least three weeks in advance. The time and location of the Annual Business Meeting shall be listed in the AERA Annual Meeting program and in the Division newsletter, and all Division I members and those interested in becoming members shall be invited to attend. Division I program activities will be listed in the AERA Annual Meeting Program and on the Division I website in a format that can be searched, downloaded, and printed prior to the AERA Annual Meeting. The Vice President and Secretary shall also announce the AERA Annual Meeting and the Division I program through additional avenues such as the Division newsletter.

### **Section 4: Rules of Order**

In all cases to which they apply and do not conflict with the provisions of these bylaws, Robert's Rules of Order (current edition) shall govern business meetings of Division I.

### **Section 5: Membership Approval**

Items of Division I business requiring the vote of the voting members shall be transacted by mail, or in some instances, e-mail, and must originate from the Vice President or the AERA Council in accordance with Division I bylaws and in accordance with the AERA bylaws. It shall also be in order for any member to introduce an item for discussion and consideration at the next business meeting of Division I. A majority vote of members present at the meeting shall be sufficient for submission of an action to the mail or e-mail vote of the entire membership. A summary of actions taken by the membership shall be included in the Annual Report by the Vice President.

## Article IX. Nominations and Elections

### Section 1: Election of Vice President and Secretary

Nominations for Vice President and Secretary shall be solicited from the voting members of the division by the Nominating Committee. The names of at least two nominees who have given their consent in writing must appear on the ballot for any divisional office. Other nominations for any office can be made in accordance with AERA bylaws (Article VII Section 2). The elections of the Vice President and Secretary shall be conducted by AERA in keeping with the procedures adopted for the election of AERA officers (Article VII).

### Section 2: Election of Members-at-Large

Election of Members-at-Large shall be conducted by the Nominating Committee. The Nominating Committee shall compile a list of the nominees for Member-at-Large accompanied by the nominees' consent to run. The election of these members will be part of the AERA general election system.

## Article X. Bylaws

### Section 1: Division I Bylaws

The Division I bylaws may not conflict with the AERA bylaws or the AERA Article of Incorporation.

### Section 2: Amendments and Revisions

Amendments to or other changes in these bylaws may be initiated in either of the following ways:

The Division I Vice President or Executive Committee may formulate proposals and submit them with any arguments it chooses to the voting members for a vote.

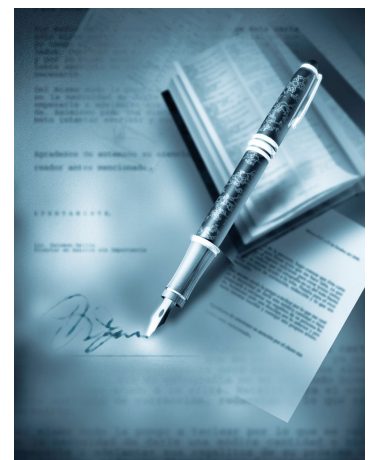
Any five percent of the voting members may submit to the Division I Executive Committee a proposed amendment or amendments in writing and signed by the sponsors. The Executive Committee shall then submit the proposed amendment with any arguments advanced by its sponsors and with the Executive Committee arguments and recommendation for or against to the voting members of Division I for action.

The bylaws may be amended by a ballot of the Division I membership that occurs in conjunction with an AERA election. A two-thirds affirmative vote by those returning their ballots within 30 days of receipt of the ballots is necessary to amend the bylaws. An amendment to the bylaws becomes effective upon acceptance unless otherwise specified on the ballot.

The Division I bylaws are available at  
**[http://www.aera.net/divisions/Default.aspx?  
menu\\_id=80&id=648](http://www.aera.net/divisions/Default.aspx?menu_id=80&id=648)**

If the link fails, go to [www.AERA.net](http://www.AERA.net)  
From left hand menu select "Division"  
Select "Division I"  
Select "Resources"

Send your comments to Dorthea Juul at [DJuul@abpn.com](mailto:DJuul@abpn.com)





**Vice President (2006-2009):**

Patricia O'Sullivan, University of California, San Francisco

**Vice President-Elect (2009-2012):**

Ara Tekian, University of Illinois, Chicago

**Past Vice President:**

Marcia Mentkowski, Alverno College

**Secretary (2008-2010):**

Christine Taylor, Cleveland Clinic

**Members-at-Large:**

Janet Hafler, Tufts University

Paul Wimmers, University of California, Los Angeles

**Chair, 2009 Program Committee:**

Susan Case, National Conference of Bar Examiners

**Chair, 2010 Program Committee:**

Stan Hamstra, University of Michigan

**Chair, Affirmative Action Committee:**

Christy Kim Boscardin, University of California, San Francisco

**Co-Chairs, Awards Committee:**

Carol Kamin, University of Colorado

Arienne Teherani, University of California, San Francisco

**Committee Members, Outstanding Research Publication Award:**

Paul Wimmers, University of California, Los Angeles (Chair)

Jan Carline, University of Washington

Maurice Clifton, University of Pittsburgh

Stan Hamstra, University of Michigan

Elizabeth Jordan, University of British Columbia

Sara Kim, University of Washington

Ming Lee, University of California, Los Angeles

John Norcini, FAIMER

**Committee Members for New Investigator Award:**

Arienne Teherani, University of California, San Francisco (Chair)

Anne McKee, The Open University

Eun Mi Park, Johns Hopkins University

Casey White, University of Michigan

**Committee Members for Established Investigator Award:**

Summers Kalishman, University of New Mexico (Chair)

Jan Armstrong, University of New Mexico

Sally Krasne, University of California, Los Angeles

Elaine Romberg, University of Maryland

**Committee Members for Distinguished Career Award**

Michael Eraut, University of Sussex (Chair)

Mickey Bebau, University of Minnesota

David Irby, University of California, San Francisco

**Chair, Membership Committee:**

Summers Kalishman, University of New Mexico

**Committee Members:**

Gail Jensen, Creighton University

Michael Eraut, University of Sussex

Barbara Hooper, University of New Mexico

Dorothea Juul, American Board of Psychiatry & Neurology, Inc.

Carol Kamin, University of Colorado

Anne McKee, The Open University

Bridget O'Brien, Carnegie Foundation for Advancement of Teaching

Evan Robinson, University of Charleston

Nancy Sinclair, University of New Mexico

Diane Heestand Skinner, University of Arkansas for Medical Sciences

Ruth Streveler, Purdue University

Arienne Teherani, University of California, San Francisco

Christine Taylor, Cleveland Clinic

**Chair, Nominating Committee:**

Linda Perkowski, University of Minnesota Medical School

**Committee Members:**

George (Barney) Forsythe, Westminster College

Larry Gruppen, University of Michigan

Elizabeth Jordan, University of British Columbia

Dorothea Juul, American Board of Psychiatry & Neurology, Inc.

Marcia Mentkowski, Alverno College

**Co-Chairs, Publications Mentoring Committee:**

Maria Blanco, Tufts University

Hugh Stoddard, University of Nebraska

**Committee Members:**

Janet Hafler, Tufts University

LuAnn Wilkerson, University of California, Los Angeles

Stan Hamstra, University of Michigan

Paul Wimmers, University of California, Los Angeles

Wim Gijssels, University of Maastricht

**Co-Chairs, Ad Hoc Strategic Planning Committee:**

Ruth Streveler, Purdue University

Louis Grosso, American Board of Internal Medicine

**PERQ:**

Jennifer Purcell, Touro University College of Medicine

**Web Liaison:**

Majka Woods, University of Minnesota

**Graduate Student Representatives:**

Stephanie Rivale, University of Texas, Austin

Ling Hsiao, Harvard Medical School

**Member Liaison to Graduate Student Committee:**

Dorothea Juul, American Board of Psychiatry and Neurology, Inc.

*Professional Education Researcher Quarterly (PERQ) is published three-four times a year and is available on the Division I website, <http://www.aera.net/divisions/?id=542>. Announcements for new issues are posted on the Division I listserv.*

*Changes of division membership should be sent to the Membership Office, AERA, 1230 17<sup>th</sup> St. NW, Washington, DC 20036.*

*Suitable publications for PERQ include official notices to the Division I membership, articles, descriptions of research in progress, reviews of research, book reviews, letters, and announcements of jobs, funding, or events judged to be of interest to researchers in professions education. Publication of such items is dependent on available space. Materials should be submitted using APA style (in MS Word, .rtf or .txt format) to:*

**Jennifer Purcell, PERQ Editor**

Education Specialist, Academy of Medical Educators

Touro University College of Medicine

19 Main Street, Hackensack, NJ 07601

[Jennifer.purcell@touro.edu](mailto:Jennifer.purcell@touro.edu)