

## **GUIDE TO ORGANIZE A CULTURE & PSYCHOLOGY SCHOOL IN IACCP**

The IACCP Culture & Psychology School offers several important benefits to the Association:

- 1) It enriches the field by training senior master level and PhD students in advanced topics related to culture and psychology, as well as methodologies relevant for the study of culture and psychology.
- 2) It increases the size and breadth of our Congresses with the attraction of several dozen students who might not otherwise attend and by adding an additional ancillary feature to the Congress, along with workshops, the scientific program, and the social program.
- 3) It attracts students to become members of the association. Students who participate in this intensive activity have attended subsequent conferences and have established a group identity that links them to the Association. It is open for students with different disciplinary backgrounds, increasing the breadth of disciplines of potential members.
- 4) It provides a context in which young researchers can build research networks that contribute to their careers and to the quality of research in the field. A number of novel research projects initiated during or after IACCP schools have emerged over the years and have resulted in ongoing or completed projects (including presentations at IACCP conferences and peer-reviewed publications).
- 5) It enhances the IACCP “brand” in relation to other scientific societies.
- 6) It provides resources that help students from less economically advantaged nations to attend an international conference; and provides a method for transfer of acquired expertise back to their home countries.

### **1. Brief history of the Culture & Psychology Summer/Winter Schools in IACCP**

The IACCP Culture & Psychology School program was initiated by Ron Fischer (Victoria University of Wellington, NZ) at the EC meeting in Melbourne, Australia in 2010, although the Association provided a school for early career PhDs at the University of Beau, Cameroon, in 2009. The first Culture & Psychology School was run in 2011 in Istanbul, Turkey and subsequently in 2012 in Stellenbosch, South Africa, in 2014 in Reims, France, and in 2016 in Nagoya, Japan. The schools have gradually grown in size, from about 25 students to 47 in Nagoya. The lengths of the schools have ranged from 3 to 4 days. Ron Fischer served as principal of the school from 2009 to 2016, supported by an ad hoc committee.

### **2. Participants**

Based on experience from previous IACCP Culture & Psychology (C&P) Schools, we propose a maximum of 40 participants, who are currently students in tertiary academic institutions. If there are more applicants than places, participants will be selected based on a) quality of proposal and application, and b) no prior participation in IACCP schools. If there are equally qualified

candidates, priority will be given to Majority world students or minority students. All participants should be or are required to become student members of the association and to participate in the IACCP conference that is associated with the school.

### **3. Suggested Pedagogical Structure**

Previous schools have employed two pedagogical models. In the schools prior to 2016, three content courses or “streams” were offered, and students were invited to prioritize their stream choices. In the 2016 (Nagoya) school, three content streams and three methods streams were offered. Stream leaders led one of each. This structure proved to be highly popular among the students and should be considered by future school organizers.

Our experience with the 2014 Reims and 2016 Nagoya IACCP Culture & Psychology Schools suggest that a good structure is a combination of online discussion and preparation prior to the summer school (2-3 months) followed by a 3 or 4 day intensive workshop prior to the conference.

### **4. Stream Leaders**

We suggest to invite early- to middle-career researchers who have knowledge in both advanced research methods and content areas to serve as stream leaders in both the content and methods streams. It is expected to identify stream leaders with excellent research track records who can serve as role models for aspiring students. It is advisable to bring in at least one internationally or locally visible stream leader who is not currently an IACCP member in order to increase diversity and help grow the Association.

### **5. Organizational Structure**

We suggest the coordinator/principal to set up a Planning and Organizing Committee of 3-4 people (not the Stream Leaders). This committee, with input from the EC and former students, develops the curriculum and the application requirements, sets up the online application and payment systems, selects applicants, deals with operational problems that arise, and provides additional local logistical support during the duration of the school. Therefore it is advised that one member of the C&P School Planning and Organizing Committee (preferably the coordinator) is a member of the local conference Organizing Committee.

The complexity of organizing a school in another country must not be underestimated. Each school is highly dependent upon logistical support from the local organizers, including: (1) finding a suitable teaching venue, (2) identifying inexpensive housing for students and school staff; (3) organizing meals and other food/beverage support, such as coffee/tea breaks and snacks; (4) procuring necessary instructional equipment such as computer projectors; (5) providing travel information and support, especially arranging local transportation if needed; (6) providing information about the student applicants’ conference plans, such as abstract submission/acceptance, conference registration, and membership status; (7) helping with complementary registration for stream leaders; (8) providing local assistance during the school, such as on-site assistance with local venue and accommodation arrangements, interacting with the staffs of these organization, providing translation services, and dealing with common (e.g., student arrives late to country) and less common (e.g., medical emergencies) problems. Additionally, some schools have collected tuition payments from students through the conference payment system (typically set up by the PCO for a large congress). In other cases (for instance in Nagoya), it proved more efficient for the Association to set up its own online payment system.

## **6. Financial Support**

The financial basis of the IACCP Schools comes from three sources. Firstly, IACCP Schools have been well subsidized by the Association in recognition of their many advantages to the organization. The IACCP typically covers:

- 1) Lodging costs for stream leaders (note that stream leaders do not receive a fee for their preparations and teaching)
- 2) Conference fee waivers for stream leaders
- 3) Operational support for running summer school (such as local transport costs if the participants need to be brought somewhere)

Secondly, some School organizers have been successful in obtaining external funding (Jacobs Foundation, Canadian government). The coordinator is responsible for applying for external funding (with support from the EC). Thirdly, participants pay a fee for participation that is partly based on the average wealth of their country of origin.

## **7. Budget**

The school coordinator/principal in coordination with the officers and current conference organizers, make a formal request for financial support to the EC, and revise the budget as the various parameters become known.

## **8. Planning time**

It is advisable to propose a C&P School for the forthcoming conference approximately 18 month before the actual IACCP conference to be able to recruit stream leaders and secure local facilities.

## **9. Liability Issues**

As the IACCP is a US 401(c)3 Tax Exempt Corporation and a Florida not-for-profit corporation and the Schools are usually held outside the US, some coordination between the organizer of the School, the local organizer of the international IACCP conference, and the IACCP Officers is needed to obtain a clear picture of liability issues, such as health issues, accidents during the School, code of conduct etc. It is important that prior to the commencement of the School, all participants and stream leaders are informed about liability issues.

## **TEMPLATE FOR THE PROPOSAL FOR IACCP CULTURE & PSYCHOLOGY SCHOOL IN ASSOCIATION WITH THE INTERNATIONAL IACCP CONGRESS**

The Culture & Psychology School Planning Committee seeks approval to hold an IACCP Culture & Psychology School prior to the International IACCP conference to be held at ... Given the timing of organizing this summer school, we would like to get approval in principal for holding this Culture & Psychology school.

**C&P School principal:**

**Planning and Organizing Committee:**

**Venue:**

**Dates:**

**Planned Teaching program:**

**Planned Social Program:**

**Accommodation:**

**Participation fee:**

**What to submit in order to be considered:**

**Expenditures:**

Item	Cost

**Schedule of organization:**

- **First Announcement**
- **Second Announcement**
- **Deadline for submissions**
- **Decisions on submission acceptance/rejection**
- **Registration**
- **Teaching Program Prepared**

**Tentative Program**

<b>Day1</b>				
<b>Day 2</b>				
<b>Day 3</b>				
<b>Day 4 (optional)</b>				