

## MEMORANDUM

TO: 2015 Program Committee  
FROM: Steven Rathgeb Smith, APSA  
SUBJECT: 2015 Panel Allocations for Program Committee Divisions and Related Groups  
DATE: January 8, 2015

This memorandum details the process used for determining, first, the overall size of the Annual Meeting and the official program and, following that, the allocation of these panels across divisions. In closing, the allocation of poster sessions is discussed.

### **Determining Overall Meeting Size**

#### **Step One: Determining the Number of Program Committee Panels**

The allocations process begins with the 748 panels distributed to the program committee in 2014. According to Council guidelines, the total official program size in a particular year is based on the number of program committee panels organized in the previous year adjusted by the percent increase or decrease in APSA's individual, professional membership in the subsequent year.

From September 2013 to September 2014, APSA professional individual membership remained largely stable. In the absence of change, the 2015 program committee should again organize 748 panels.

There are also two new divisions for the 2015 meeting, which will receive the first-year base of 3 panels each. We will add six additional program panels to accommodate this for a total of 754 program committee panels.

#### **Step Two: Determining the Number of Program Co-chairs' Panels**

Space permitting, the program committee co-chairs are allocated a number of panels equal to 5% of the total number of panels organized by the program committee divisions. For 2015, the program co-chairs may receive up to 37 panels. The program co-chairs may use these panels to build upon the theme for the 2015 program and to shape the Annual Meeting by distributing extra sessions to program divisions proposing special sessions related to the meeting theme.

Adding the co-chairs' panels to the program committee's total allotment increases the size of the 2015 official program to 791 panels.

#### **Step Three: Determining the Number of Related Group Panels**

The number of panels available to related groups, according to Council guidelines, may

equal no more than 20% of the total official program. The size of the related group program in 2015 is calculated by measuring related group panel attendance as a percentage of total attendance in 2014. Related group participation equaled 9% of total attendance in 2014. Thus, 67 panels will be set aside for related groups in 2015. With rounding and the addition of two new related groups, the total number of related group panels will be 102.

With the addition of 102 related group panels, the size of the 2015 Annual Meeting increases to 893 panels.

#### **Step Four: Determining the Number of APSA-organized Panels**

Some of the Association's standing and ad hoc committees also organize panels at the Annual Meeting. The total number of possible panels is capped at 2% of the number of official program panels. In 2015, 15 APSA-organized panels will be allocated. The total size of the meeting now increases to 908 panels.

#### **Step Five: Determining Total Meeting Size**

By the standard formula, the program co-chairs, program committee divisions, related groups, and APSA committees could together organize 908 panels.

In addition to the panels and roundtable sessions, the meeting will include between 6-8 poster sessions potentially offering 496 presentations, as well as over 250 business meetings, receptions, and other gatherings. The 2015 meeting, therefore, will consist of well over 1,000 sessions of various sorts.

### **Allocating Program Panels among Divisions**

#### **Step One: Allocations Based on Attendance**

Of the 748 program panels to be allocated, 45% (336.6 panels) are allocated among the APSA Divisions based on panel attendance at previous meetings. Divisions are allocated panels based on the percentage of overall panel attendance that the division contributed at the previous Annual Meeting, using the following procedure:

Each year, raw attendance data are collected for each panel. These raw counts are then capped at 70, to moderate the advantage that divisions receive from using non-paper panels, big-name speakers, or other unusual draws. From there, an estimate of panel attendance is created for each division, using multivariate regression to isolate the effect of the division, controlling for time-slot (the day-time combination: Sunday at 8:00am vs. Friday at 2:00pm, for example), hotel, and whether the panel was co-sponsored. This estimated panel attendance is then multiplied by the number of panels allocated to the division for that year, resulting in an estimate of the total attendance for the division. Using the allocated number of panels, rather than actual panel numbers, controls for any distortion that might otherwise arise if a division did not offer all of its

panels, or if it received a one-time only additional allocation.

These total attendance estimates for each division are combined with the previous year's attendance figures, to minimize the effect of a temporary spike or drop-off in attendance. The resulting two-year total adjusted attendance estimates for each division are then summed to get a two-year meeting total, and a percentage is calculated from this total for each division. Panels are allocated by assigning each division a percentage of the total available panels based on the percentage by which their division attendance contributed to total panel attendance. This procedure allocates 45% of total program panels.

### **Step Two: Allocations Based on Membership**

A similar procedure is used to allocate the additional 45% of panels (336.6 panels) that are allocated among the APSA Divisions based on section membership. Section membership, measured at the date of the annual meeting, is combined over the previous two years, to smooth any temporary shifts in membership. These two-year membership numbers are then summed to get a two-year membership total across all sections. Panels are allocated by assigning each section a percentage of the total available panels based on the percentage by which their section membership contributed to total section membership. For divisions without associated sections, their attendance allocation is simply repeated as their membership allocation.

Like the attendance allocation, this procedure allocates 45% of total program panels. The divisions' attendance and membership allocations are summed to account for a total of 90% of panel allocations (673.2 panels).

### **Step Three: Allocations Based on Submissions**

The remaining 10% of panels (74.8 panels) are allocated to divisions based on the number of paper submissions they receive. This procedure is meant to reduce the differences in acceptance rates across divisions, and to alleviate disparities in a paper's chance of being accepted caused by the division to which the paper was submitted. While the attendance and membership factors, as well as rounding issues, prevent the complete equalization of acceptance rates, these 10% of panels are allocated so as to reduce these differences. This year, for the first time, we are using current data about submissions to determine the allocation of these panels. This allows us to adjust the actual acceptance rates for this year, rather than compensating the current year's applicants for last year's disparities.

Based on current-year submission numbers and initial panel allocations from attendance and membership, stylized acceptance rates for each division are calculated (based on an assumption of four papers per panel), by dividing the number of submissions by the initial panel allocation (multiplied by four). An overall acceptance rate is also calculated by dividing the total number of submissions by the total available panels (again, multiplied by four).

For each division, the number of panels necessary to reach the overall acceptance rate is calculated. If the division is already at or above the average acceptance rate, their initial allocation (based on attendance and membership) stands. If the number of panels necessary to reach the average acceptance rate is greater than the division's initial panel allocation, then the division is allocated a portion of the reserved panels. These allocations are made in proportion to the difference between a division's initial allocation and the allocation that would bring the division to the average acceptance rate.

#### **Step Four: Final Panel Allocations**

With the calculation of the attendance, membership, and submission factors, it is then possible to determine final panel allocations. For each division, these factors are summed and that total is rounded. For new divisions, a standard allocation of three panels is given.

For this year, the APSA Council has decided to restrict division panel allocation changes to 10% above or below the previous year's allocation. To accommodate that, the totaled rounded allocations are then compared to the bounds comprised by a 10% increase and a 10% decrease from the previous year's allocation. If the totaled allocation is within those bounds, that allocation stands. If the totaled allocation falls above that band, the 10% upper bound is rounded and taken as the final allocation. If the totaled allocation falls below that band, the 10% lower bound is rounded and taken as the final allocation.

The summed final allocations after determining attendance, membership, and submission allocations and allocating three panels to each new division will total 754 panels, with some allowance for rounding.

#### **Poster Sessions**

Poster sessions are an important part of the annual meeting. To encourage the development of poster sessions, each program committee division may organize poster presentations in proportion to their total panel allocation. The total number of poster presentations available for the 2015 meeting is 496.

Divisions wishing to organize additional posters should make a request for the number of additional posters they would like to accept. Divisions are strongly encouraged to cluster posters with related topics together and add discussants to these groupings.

#### **Panel Size**

We certainly appreciate the importance of ensuring that a large number and variety of political scientists are included in the Annual Meeting; however, the panel presentations are meant to allow for discussion and participation, which is only possible if panels are

kept to a reasonable size. In conjunction with the program co-chairs, for the 2014 Annual Meeting we are asking that you assign no more than five papers to each panel.

### **Co-Sponsored Panels**

Co-sponsorship of panels is a great way for attendees who self-identify heavily in one content area (division/section/related group) to gain exposure to related research and discussions outside of their self-created track. It's also a great way for a division or related group to formally signal relevance and importance to their audience in particular panels/sessions.

While this has been a complicated part of the construction process in the past, we have streamlined it for the 2015 Annual Meeting, to try to alleviate some of the burden on division chairs. Co-sponsorship will not be tied to your allocations. Division chairs are encouraged to reach out to their fellow chairs if a particular panel/session would benefit those in a closely-related field. At the approval stage, the division chair may indicate a co-sponsoring division if one is interested. Divisions may co-sponsor as many or as few panels as they wish. Co-sponsorship should be limited to two divisions OR one division and one related group OR two related groups.

### **Allocations**

The attached tables present your 2015 panel and poster allocations. All division chairs are encouraged to return unused panels to the program co-chairs. These will be redistributed at the co-chairs' discretion.

## 2015 Program Panel Allocations

2015 Divisions	2014 Estimated Attendance	Attendance Allocation	2014 Membership	Membership Allocation	Submission Allocation	2015 Initial Allocation	2015 Final (Bounded) Allocation
1^Political Thought and Philosophy	18.6	13.09		13.09	0.000	26	26
2^Foundations of Political Theory	23.3	19.22	742	8.61	9.895	38	38
3^Normative Political Theory	17.4	12.79		12.79	0.000	26	26
4^Formal Political Theory	14.4	2.26		2.26	1.778	6	6
5^Political Psychology	28.8	7.80	520	5.87	0.000	14	14
6^Political Economy	28.0	10.49		10.49	0.525	21	21
7^Politics and History	18.8	6.84	609	6.91	1.104	15	15
8^Political Methodology	25.1	7.61	1054	11.83	0.000	19	19
9^Teaching and Learning	14.9	1.13		1.13	1.251	4	4
10^Political Science Education	14.0	1.35	486	5.53	0.000	7	6
11^Comparative Politics	26.9	28.44	1453	16.76	0.000	45	45
12^Comparative Politics of Developing Countries	24.7	20.39		20.39	0.000	41	41
13^The Politics of Communist and Former Communist Countries	20.8	6.16		6.16	0.908	13	13
14^Advanced Industrial Societies	25.1	3.51		3.51	0.472	7	7
15^European Politics and Society	23.5	5.19	415	4.79	3.574	14	14
16^International Political Economy	22.9	10.04		10.04	1.512	22	22
17^International Collaboration	15.2	5.42		5.42	1.525	12	14
18^International Security	21.6	12.00		12.00	4.827	29	29
19^International Security and Arms Control	27.3	5.34	551	6.25	0.000	12	11
20^Foreign Policy	23.3	7.31	639	7.30	1.013	16	17
21^Conflict Processes	21.8	10.36	514	5.60	12.077	28	25
22^Legislative Studies	21.9	7.16	579	6.63	0.929	15	15
23^Presidency Research	18.4	4.30	342	3.89	0.554	9	9
24^Public Administration	15.2	2.38	434	4.95	0.901	8	8
25^Public Policy	18.3	6.95	857	10.07	0.000	17	18
26^Law and Courts	15.5	5.10	687	7.86	1.566	15	15
27^Constitutional Law and Jurisprudence	15.1	2.66		2.66	0.388	6	6
28^Federalism and Intergovernmental Relations	19.6	2.24	394	4.43	0.000	7	7
29^State Politics and Policy	21.2	3.34	433	4.93	0.000	8	8
30^Urban Politics	21.7	2.91	357	4.13	0.000	7	7
31^Women and Politics Research	20.3	4.96	623	7.20	2.707	15	15
32^Race, Ethnicity, and Politics	24.5	7.60	570	6.50	0.437	15	15
33^Religion and Politics	18.5	4.01	535	6.08	0.933	11	11
34^Representation and Electoral Systems	24.4	4.83	380	4.29	1.142	10	10
35^Political Organizations and Parties	22.4	6.61	506	5.67	0.161	12	14

36^Elections and Voting Behavior	27.0	12.03	434.5	5.00	4.490	22	<b>22</b>
37^Public Opinion	26.0	8.36	434.5	5.00	0.000	13	<b>14</b>
38^Political Communication	27.4	6.22	470	5.26	2.802	14	<b>13</b>
39^Science, Technology, and Environmental Politics	20.4	3.09	406	4.38	3.813	11	<b>9</b>
40^Information Technology and Politics	24.2	3.04	260	2.95	0.814	7	<b>7</b>
41^Politics, Literature, and Film	10.1	1.10	321	3.69	0.000	5	<b>5</b>
42^New Political Science	16.2	2.36	440	5.28	0.050	8	<b>8</b>
43^International History and Politics	26.0	3.78	393	4.66	0.000	8	<b>8</b>
44^Comparative Democratization	25.1	8.87	644	7.18	1.967	18	<b>18</b>
45^Human Rights	15.7	3.49	388	4.43	1.794	10	<b>10</b>
46^Qualitative and Multi-method Research	20.9	7.46	1012	12.56	0.000	20	<b>19</b>
47^Sexuality and Politics	17.3	1.21	223	2.58	0.606	4	<b>4</b>
48^Health Politics and Policy	19.9	1.79	255	2.84	0.217	5	<b>5</b>
49^Canadian Politics	17.7	0.87	190	2.13	0.000	3	<b>3</b>
50^Political Networks	18.6	1.64	302	3.20	0.508	5	<b>5</b>
51^Experimental Research	33.9	4.11	525	3.82	0.000	9	<b>8</b>
52^Migration and Citizenship	20.3	4.03	426	4.43	4.108	13	<b>14</b>
53^APCG	20.3	1.34	221	1.21	3.452	6	<b>6</b>
54^Class and Inequality		0.00		0.00	0.00	3	<b>3</b>
55^Political Epistemology		0.00		0.00	0.00	3	<b>3</b>

## 2015 Poster Allocations

2015 Divisions	2015 Panel Allocation	% panels	Poster Allocation	2015 (Rounded) Poster Allocation
1^Political Thought and Philosophy	26	0.034	17.081	17
2^Foundations of Political Theory	38	0.050	24.964	25
3^Normative Political Theory	26	0.034	17.081	17
4^Formal Political Theory	6	0.008	3.942	4
5^Political Psychology	14	0.019	9.197	9
6^Political Economy	21	0.028	13.796	14
7^Politics and History	15	0.020	9.854	10
8^Political Methodology	19	0.025	12.482	12
9^Teaching and Learning	4	0.005	2.628	3
10^Political Science Education	6	0.008	3.942	4
11^Comparative Politics	45	0.060	29.563	30
12^Comparative Politics of Developing Countries	41	0.054	26.935	27
13^The Politics of Communist and Former Communist Countries	13	0.017	8.540	9
14^Advanced Industrial Societies	7	0.009	4.599	5
15^European Politics and Society	14	0.019	9.197	9
16^International Political Economy	22	0.029	14.453	14
17^International Collaboration	14	0.019	9.197	9
18^International Security	29	0.038	19.052	19
19^International Security and Arms Control	11	0.015	7.226	7
20^Foreign Policy	17	0.023	11.168	11
21^Conflict Processes	25	0.033	16.424	16
22^Legislative Studies	15	0.020	9.854	10
23^Presidency Research	9	0.012	5.913	6
24^Public Administration	8	0.011	5.256	5
25^Public Policy	18	0.024	11.825	12
26^Law and Courts	15	0.020	9.854	10
27^Constitutional Law and Jurisprudence	6	0.008	3.942	4
28^Federalism and Intergovernmental Relations	7	0.009	4.599	5
29^State Politics and Policy	8	0.011	5.256	5
30^Urban Politics	7	0.009	4.599	5
31^Women and Politics Research	15	0.020	9.854	10
32^Race, Ethnicity, and Politics	15	0.020	9.854	10
33^Religion and Politics	11	0.015	7.226	7
34^Representation and Electoral Systems	10	0.013	6.570	7
35^Political Organizations and Parties	14	0.019	9.197	9
36^Elections and Voting Behavior	22	0.029	14.453	14
37^Public Opinion	14	0.019	9.197	9
38^Political Communication	13	0.017	8.540	9
39^Science, Technology, and Environmental Politics	9	0.012	5.913	6
40^Information Technology and Politics	7	0.009	4.599	5
41^Politics, Literature, and Film	5	0.007	3.285	3
42^New Political Science	8	0.011	5.256	5

<b>43^International History and Politics</b>	8	0.011	5.256	<b>5</b>
<b>44^Comparative Democratization</b>	18	0.024	11.825	<b>12</b>
<b>45^Human Rights</b>	10	0.013	6.570	<b>7</b>
<b>46^Qualitative and Multi-method Research</b>	19	0.025	12.482	<b>12</b>
<b>47^Sexuality and Politics</b>	4	0.005	2.628	<b>3</b>
<b>48^Health Politics and Policy</b>	5	0.007	3.285	<b>3</b>
<b>49^Canadian Politics</b>	3	0.004	1.971	<b>2</b>
<b>50^Political Networks</b>	5	0.007	3.285	<b>3</b>
<b>51^Experimental Research</b>	8	0.011	5.256	<b>5</b>
<b>52^Migration and Citizenship</b>	14	0.019	9.197	<b>9</b>
<b>53^APCG</b>	6	0.008	3.942	<b>4</b>
<b>54^Class and Inequality</b>	3	0.004	1.971	<b>2</b>
<b>55^Political Epistemology</b>	3	0.004	1.971	<b>2</b>

---