

## 224 Section Operating Codes

- 3.2.4.6. The committee Chair contacts the person or persons selected as candidates for each office to reaffirm their willingness to serve. If one declines, the person with the next lowest total on the ballot becomes the nominee.
- 3.3. The following dates should be observed by all concerned in connection with the selection of nominees:
  - 3.3.1. December: Call for Nominations is distributed at the annual convention and posted on the TAHPERD website.
  - 3.3.2. March: Announcement in the *TAHPERD Journal* inviting members to submit recommendations to the Section nominating committees.
  - 3.3.3. September 1: Nominating committee Chair (Section Past Chair) contacts the other members of the Section nominating committee (Executive Committee) asking them to solicit recommendations of prospective nominees from their colleagues and send the names to the state office to verify eligibility.
  - 3.3.4. September 5-October 10: Nominating committee identifies candidate(s) for each office
  - 3.3.5. October 10-November 1: The Section nominating committee chair confirms with the candidate(s) for each Section office their willingness to serve.
  - 3.3.6. November 1: Nominating committee Chair notifies Executive Director of candidates.
- 3.4. Qualifications of Candidates
  - 3.4.1. To be eligible for nomination to a section office, a person must:
    - 3.4.1.1. be a Professional Member in good standing;
    - 3.4.1.2. have a professed interest and be actively participating in the area represented by a Section;
    - 3.4.1.3. at the time of nomination, shall not be holding one of the following offices in TAHPERD: President, President-elect, Vice President, Vice President-elect, Section Chair, Section Chair-elect;
    - 3.4.1.4. not have accepted a nomination for any other TAHPERD office;
    - 3.4.1.5. not have resigned from an office listed in Section 3.1.4.c, above, in order to be eligible for another office.

Approved by the Board of Directors, November 1962

### *Amended:*

<i>December</i>	<i>1971</i>
<i>November</i>	<i>1984</i>
<i>April</i>	<i>1986</i>
<i>December</i>	<i>2000</i>
<i>April</i>	<i>2003</i>

## Operating Code for Research Section

### 1. Name

- 1.1. The name of this section shall be the Research Section of the College Division of the Texas Association for Health, Physical Education, Recreation, and Dance.

### 2. Purpose

- 2.1. The purpose of the Research Section shall be to solicit, evaluate, and select the research poster presentations and scholarship recipients for the Annual Convention.

### 3. Organization

- 3.1. The Research Section shall be organized as a section of the College Division.
- 3.2. The section officers shall consist of: Chair, Chair-elect, Past Chair, and secretary.
- 3.3. Section chairs shall serve four-year (4) terms with a Secretary being elected each year during the Annual Convention who will rotate into the Chair-elect position at the following Annual Convention. The officer rotation is: Secretary to Chair-elect to Chair to Past Chair.
- 3.4. Individuals who have served a full four-year (4) term may not immediately succeed themselves as a section chair.

### 4. Operation

- 4.1. The Research Section officers shall be responsible for the selection of the research posters to be presented during the annual convention.
- 4.2. There shall be three categories for the research posters: Undergraduate, Graduate, and Professional.
- 4.3. The Research Section officers shall be responsible for selecting the best research poster presented in each category.
- 4.4. The best presentation in the Undergraduate and Graduate categories will receive a monetary recognition. To receive the monetary recognition, the presenter must be registered for the convention and present at the Research Poster Presentations.

- 4.5. The best presentation in the Professional category will receive recognition but no monetary or in-kind compensation.

**5. Nominations**

- 5.1. Request for nominations for the office of chair and/or secretary will be published in the *TAHPERD Journal* and/or newsletter and through forms provided on the TAHPERD website.  
 5.2. At the time of election, nominees must be a current member of TAHPERD  
 5.3. Nominations may be submitted to the TAHPERD Office on the nomination form or online at [www.tahperd.org](http://www.tahperd.org).

**6. Research Poster Submission**

- 6.1. Criteria  
 6.1.1. Format involves presentation of research project/findings on a 3’ x 4’ (height x width) poster board and discussion with attendees during a 90 minute program session.  
 6.1.2. Title Page  
 6.1.2.1. Review Category (Undergraduate, Graduate, Professional)  
 6.1.2.2. Title of research study - should be clearly stated on Title Page  
 6.1.2.3. Author’s information  
 6.1.2.3.1. If there is more than one author, note who is the “lead author” for communication purposes  
 6.1.2.3.2. Provide mailing address, telephone number, email address, and university/affiliation for each author/presenter. Indicate by each author if they will be a “presenting author” or not.  
 6.1.2.4. Indicate which of these Review Categories best identifies the research: biomechanics, dance, exercise physiology and fitness, health, leisure and recreation, measurement, motor behavior, pedagogy, psychology, sociocultural special populations, sport management / administration, sports medicine.  
 6.1.3. Abstract Format includes  
 6.1.3.1. Must be typed as one paragraph in 300 words or less  
 6.1.3.2. The abstract must include: Purpose, Methods, Analysis / Results, Conclusion  
 6.1.3.3. Do NOT include tables or charts as they will not be published  
 6.1.3.4. Title page and Abstract must be submitted on separate pages for blind review.  
 6.1.4. Submitting Research Poster Proposal  
 6.1.4.1. June 30 - Deadline for submission of Research Abstract proposal and number each for blind review.  
 6.1.4.2. Submitted electronically to the Director for Conventions and Meetings at the TAHPERD office in a Word document.  
 6.1.4.3. The lead author of the research must be a current TAHPERD member at the time of the poster presentation and registered for the convention.  
 6.1.4.4. All authors participating in the presentation must be a TAHPERD member and registered for the convention.  
 6.1.5. Selection of Research Poster Presentations  
 6.1.5.1. TAHPERD staff will document receiving the proposals and number each for blind review  
 6.1.5.2. July 15 - TAHPERD staff will email the numbered proposals with the electronic selection evaluation forms to the Research Section officers. An evaluation rubric will be utilized to review all proposals for poster presentations.  
 6.1.5.3. If a member of the Section officers is one of the authors presenting, they will complete an evaluation form for all the proposals except for their own.  
 6.1.5.4. August 10 - Abstract Review forms are due back to the Research Section Chair  
 6.1.5.5. August 15 - The Research Section Chair notifies the TAHPERD office of the selected Research Section Poster presentations  
 6.2. Research Poster Judging  
 6.2.1. Research Poster program will be scheduled for Friday, 9:00 am - Noon during the Annual Convention  
 6.2.2. Research Posters will be set up between 8:00-9:00 am  
 6.2.3. Judging will take place between 9:00-11:00 am  
 6.2.4. The Research Section Chairs will serve as judges.  
 6.2.5. In the event that one or more of the Research Section officers is an author on a poster being presented, they will be excluded from participating as a judge and one or more of the College Division Vice Presidents will serve as a judge to yield four judges. If one or more of the Research Section officers is not present, one or more of the College Division Vice Presidents will serve as a judge to yield four judges.  
 6.2.6. The total score for the poster will be determined by the sum of the abstract score (determined by the abstract review) and the poster review score.

Adopted by the Board of Directors: December 2010

Amended: April 2011 April 2012 December 2012 April 2014