

**AAPT Executive Board Minutes**  
**July 2012**  
**University of Pennsylvania**  
**Sheraton University Place – William Penn Room**  
**Saturday, July 28, 2012**

**Members Present:** Marina Milner Bolotin, Chair of Section Representatives; Beth Cunningham, Executive Officer; Robert Hilborn, Associate Executive Officer; Steve Iona, Secretary; David Jackson, Editor, *American Journal of Physics* (AJP); Karl Mamola, Editor, *The Physics Teacher* (TPT); Jill Marshall, President; Mary Beth Monroe, Vice-President; Greg Puskar, Vice-Chair Section Representatives; Diane Riendeau, At-Large Member; Steven Shropshire, At-Large Member; David Sokoloff, Past President; Gay Stewart, President Elect; Paul Williams, Member at Large; Paul Zitzewitz, Treasurer (via telephone connection)

**Guests:** John Layman, AAPT Archivist; Shirley Hyde, Executive Assistant; Marilyn Gardner, Director of Communications and Membership; Jack Hehn; Jacob Blickenstaff, APS Education and Diversity Department; Gordon Ramsey

**1. Call to order (Marshall)**

**2. Approval of Agenda (Marshall)**

The agenda was approved.

**3. Approval of Minutes of April Board Meeting (Iona)**

The Minutes from the April Executive Board Meeting are approved with minor changes.

Motion passed. Shropshire – abstain

**4. Secretary's Report (Iona)**

Iona indicated that several reports were included for archiving purposes (*e.g.*, the Gordon Conference report). He indicated that he appreciated this report in particular, and he encouraged Board members to include reports from meetings that we attend. He has done this with the Physics Resources Policy Council (PRPC) meeting and AIP Publishing Partner Day.

Iona commented that he noticed several assessment related items in the packet: program review, comments on the Philanthropy Committee, Sunset provisions, and 5-year reviews. He wondered how the Board could include the Gordon Conference funding in the discussion. Part of the rationale for the Philanthropy Committee was to avoid the Board from hearing and deciding on special requests. It might be a good time to consider how to deal with issues like this in the lull rather than in the “heat of the moment.” Likewise, other things that don’t cost anything but staff or Board time seem to proceed without consideration until they cost something. Examples include: Alternative Access, World Physics Education Conference, High School Teacher Day, and PER-TG. Should we consider these for review also?

He added, in preparation for the October budget planning process, expenses for the new AAPT Secretary computer need to be included. Finally, looking ahead to future Board

Meetings, he encouraged that the Board Orientation be scheduled on the Saturday before the Winter Meeting, and that we plan for adequate time to discuss the EORC during the October Board Meeting.

#### **5. TYC Representative's Report (Williams)**

Williams commented on the success of the TYC Tandem Meeting in Philadelphia – The New Faculty Experience. It had 25 participants. Hilborn added that it is very likely that the NSF grant proposal will be funded thereby providing additional funding in future years. Todd Lief and Scott Schultz will serve as PIs.

He added that the TYC Tandem meeting has already been approved for the Portland meeting.

#### **6. 4YC/U Representative's Report (Shropshire)**

Shropshire reported on the next stages of planning the

##### **Upper Level Undergraduate Task Force**

He indicated that the group needs no resources, and that the group will meet during AAPT meetings and electronically. Hilborn pointed out that this is an opportunity for the group to seek outside resources (*e.g.*, Shirley Malcomb, AAAS, may help fund a project similar to the group that produced *Vision and Change in Undergraduate Biology* for physics). Hilborn encourages the group to think big.

After other discussions about the scope of the work, Shropshire moved and Stewart seconded:

##### **Motion:**

**The AAPT Undergraduate Curriculum Task Force (UGC-TF) is charged with describing, using specifics, coherent and relevant undergraduate curricula (including course work, undergraduate research, mentoring, etc.) for different types of physics majors. This should be done in collaboration with the APS and AIP, and it should include recommendations for the implementation and assessment of such curricula.**

The motion was approved unanimously.

Shropshire was reminded that the Board must approve the Taskforce members.

Different Board members commented that they thought the report would be received with great interest and be very useful. Stewart mentioned that ACS has an 18-page document referencing chemistry classes, Cunningham mentioned the ABET work outlining learning goals in engineering.

Shropshire continued indicating that the next **Newsletter** is planned for late fall.

#### **Committee on Alternative Access Report**

The group had some difficulties at the Winter meeting. Cathy Ezrailson, with the help of the National Office, developed a protocol for alternative access implementation. The document describes all the different entities (*e.g.*, speakers, presiders, room scheduling, audience) that need to be informed (and sometimes to get approval from) to be successful. Hilborn added that the International Education Committee is interested in

connecting remotely and offering presentations remotely.

### **Policy on Safety and Ethics for the Demonstration Show**

Shropshire indicated that the document was developed via a wiki within PIRA.

The Board thought that an additional revision would help before it was approved. The language should be consistent and forceful particularly since the public is often invited to attend the Demo Shows.

### **7. Communications Report (Gardner)**

Marilyn Gardner pointed out the need for an Associate Director for Communications (similar to AD for Membership). David Wolfe has been appointed to this position.

She commented that renewal rates are down for AJP, and that she will work with AIP to discuss additional marketing possibilities.

Commenting on her report, Jackson pointed out that the Impact Factor is important for cutting edge research journals, but it is meaningless for education-related journals. Metrics such as Acceptance Rate and Number of Downloads are more descriptive.

Commenting on our connections with AIP, Gardner indicated that the coversheet for article downloads will offer recommendations of related articles and could generate advertising. Also, AIP is interested in making Editorial Express affordable to AAPT.

Cunningham added that the AIP Governing Board discussed public access to published articles funded through federal grants. She added that few articles in TPT and AJP come from grants; moreover, grants often do not cover costs to produce and publish articles.

Milner-Bolotin asked if we check for plagiarism in our journal articles. Apparently, we do not.

Stewart wondered about how IT priorities are established in the Department? Specifically, she wondered about the queue for the meeting scheduler, photo contest, and certain forms inclusion and revision.

### **8. Membership Report (Gardner)**

AAPT membership is 8,418 as of June 30 2012. The largest loss of members is in the high school category. The Association membership generally matches the 2006 membership (ignoring the complimentary memberships).

Iona asked if the Office had special initiatives to reduce the losses from higher education faculty? The Office responded that the advanced lab, NFW and similar programs might have helped.

Regarding the high school teachers, the Office has not had much luck recruiting at or through NSTA. Marshall, Williams, and Riendeau added that we need to expand our programs to attract new members: workshops, programs, TPT, and other web-based resources.

The Office, through the Membership and Benefits Committee is suggesting a small dues increase for 2013 (\$2-5). We are not expecting changes in costs for Allen Press or AIP (including no be an increase in our cost for *Physics Today*). We are expecting a postage increase.

#### **2012 DUES RECOMMENDATION FROM MEMBER AND BENEFITS COMMITTEE**

- The Dues for University level Regular Members increase from \$115 to \$117 (\$2.00)
- The Dues for Pre-College level Regular Members increase from \$74 to \$79 (\$5.00)  
*This closes the gap between the two from \$41 to \$38.*
- The cost for print American Journal of Physics increases from \$49 to \$52 (\$3.00)
- The cost for print The Physics Teacher increases from \$33 to \$35 (\$2.00)
- The cost for International postage for AJP increases from \$15 to \$16
- The cost for International postage for TPT increases from \$10 to \$11

#### **Motion:**

**The Executive board approves the 2013 dues and subscription rates.**

The motion passed unanimously.

#### **9. Past President's Report (Sokoloff)**

##### **Report from Awards Committee**

**Motion: The Distinguished Service Citation shall be renamed the "Homer L. Dodge Citation for Distinguished Service to AAPT" beginning at the Winter 2013 National Meeting.**

The motion was passed unanimously.

John Layman indicated that he would report to Al Bartlett that the Dodge name will be linked to the Distinguished Service Citations. Bartlett is in contact with Alice Dodge Wallace, Homer Dodge's daughter. He also indicated that there is work being done to help clarify the role of Homer Dodge and Paul Klopsteg in the founding of AAPT.

Sokoloff indicated that the Committee needs guidance on the following:

- Is the J.D. Jackson Award funded enough to be offered?  
Cunningham indicated, yes.
- Is the Phillips Award funded enough to be offered?  
Cunningham indicated that it is not endowed, but the current balance is \$10k. Since the award is \$7k+, it could be covered. Stewart added that this is an opportunity to raise funds for the award(s). Williams pointed out that no awards are fully funded, but we use the awards to honor people and to bring recognition to the Association. Zitzewitz reminded the Board that we transferred some money from the LTR to reduce the draw on the Operating Budget to fund the awards

The following motion was delayed until after the session with the CFO.

Marshall moved and Iona seconded the following motion:

**The Executive Board recommends to the Awards Committee that they not give Phillips Award in 2013.**

The motion passed. There was 1-no vote, and 1-abstension.

#### **Report from Review Board**

There was no report.

#### **Report from COGS**

COGS will continue discussing the relationship between Sections and National.

### **10. President's Report**

#### **"Next Generation" PTRAs Director and Oversight Committee**

Iona pointed out that the PTRAs Oversight document primarily deals with the procedures for dealing with the PTRAs Continuation Fund, and very little that indicate that the PTRAs Oversight Committee governs the PTRAs Program ("The Oversight Committee in collaboration with the Program Director should make recommendations to the AAPT EO for the long-term governance of and plans for AAPT/PTRAs programs and associated fund-raising.") He cautioned that the committee right now has professional development program development responsibilities that are ill-defined compared with the magnitude of controls outlined for the Continuation Fund.

#### **Area Committee Review Policy**

Marshall moved and Jackson seconded the following:

#### **POLICY REGARDING SUNSET PROVISIONS FOR AREA COMMITTEES**

This policy extends the role of the Review Board in its obligation to examine and comment on the annual reports of all Area Committees. This policy allows for Committees to be transformed and disbanded by the Executive Board. This would only happen when the committee does not appear to be meeting its charge for a number of years.

Typically, two events indicate that an Area Committee needs to be transformed: The Presidents Elect has difficulty finding committee members or committee leadership for several consecutive years; the Committee is generally inactive for several consecutive years. It is also possible that the committee members (including the chair) may request a transformation.

If the Review Board decides to undertake an extended review of an Area Committee, then:

- **Members of the Review Board must meet with the Area Committee to discuss options to transform the committee to be more active within the Association. The Review Board may also discuss the situation with former committee members and others knowledgeable about the committee's activity.**
- **Following that meeting, the Review Board may recommend action to the**

**Executive Board and/or the Review Board may ask the Area Chairs or the Program Committee to discuss options to transform the committee to be more active within the Association.**

- **After this meeting, the Review Board must make a recommendation to the Executive Board regarding the Area Committee.  
The intent is that this process would take place within an 18-24 month time frame.**

This motion passed unanimously.

### **11. Summary of the World Conference on Physics Education (Gordon Ramsey)**

Gordon Ramsey reported that the conference included 300+ attendees from 55 countries. There were three workshops prior to the meeting and numerous 1.5 hour workshops throughout the conference, five plenary talks, over 250 parallel presentations, 84 posters presented in two sessions, and two working groups: “Pedagogical Value of Using Computers to Learn Physics” and “Developing Teachers’ Pedagogical Content Knowledge.”

The next Conference is planned for 2016 in South America

Ramsey is the USLC representative. He thanked the Board for their endorsement of the Conference, and encouraged the Board to consider the Jossem Fund for future funding associated with the Conference.

### **12. President-Elect’s Report (Stewart)**

Iona noticed that we were offering workshops during the Meeting, and wondered whether that was an experiment in scheduling. Stewart indicated that some grants required PTRAs workshops be offered during the Summer Meeting, and the way to include them was to offer them during the Meeting.

This prompted a discussion about the connection between meeting registration and workshop registration. Also, questions were raised about how workshops might be scheduled during the 4-day meeting format given our use of local college/university sites during the weekends versus during the week. This then led to a brief discussion of the complexity of scheduling committee meetings and other obligations for Board members.

A motion regarding establishing a committee to describe the logistics for a Four-Day meeting is found under #16.

### **13. APS Teacher Education Programs Manger- Jacob Clark Bickerstaff**

Jacob Bickerstaff described the APS-PAIR program that is externally funded. Iona pointed out that the program could benefit from a partner that had a strong pedagogic content knowledge background. He commented that AAPT might be able to help in strengthening future proposals if APS chooses to continue the program.

#### **14. Vice-President's Report (Monroe)**

- Monroe has been working with the meetings software and checking on the coordination between the webpages and the Area Chair Handbook. Some glitches have been repaired.
- WM2013 will feature an AIP history exhibit regarding HBCU and an Education Symposium to be developed by Cunningham.
- SM2013 in Portland will highlight the 50<sup>th</sup> anniversary of TPT and a possible Bob Fuller Memorial Session (subject to Board approval)

Monroe is interested in developing good working relationships with the Physics Departments in New Orleans. Currently, there have been some problems in establishing these connections.

#### **15. Long range planning: Identification and prioritization of initiatives and projects**

Marshall lead the Board in an activity to draft talking points in the following categories: PTRAs, Grants and New Initiatives, High School Teacher Recruitment.

#### **Sunday July 29, 10 AM- 5 PM**

Guests: RaShonda Rosier, Director of Marketing; Ted Hodapp, APS-Director of Education and Diversity; Eric Brewster, PERTG; Michael Bronson, Director of Finances; Cathy O'Riordan, AIP-Vice-President Physics Resources; Tiffany Hayes, Director of Programs and Conferences; Tom O'Kuma, Meetings Committee Chair; John Layman, Archivist; Jack Hehn, Shirley Hyde, Administrative Assistant; Eric Brewster, PER-TG

#### **16. Programs and Conferences Report (Hayes)**

Regarding SM2012, Hayes reported that there were 1133 registrants (by the end of the meeting there were 1200+ registrants), \$430k+ revenue, and 600+ workshop registrants. She commented that in Philadelphia, there were additional union labor fees and the AV fees were larger than anticipated.

The Meetings and Conferences Department has been active working on other events including: the NFW, the Department Chairs Conference, the IPhO, and site visits to possible WM 2015 sites - Anaheim, Ontario, and San Diego.

Tiffany Hayes provided some data to help the Board better understand potential logistical and financial issues regarding workshop fees and cancelling workshop sessions.

Questions were raised earlier about the number and nature of workshops that have been cancelled. It appears that more people are registering for the workshops at a time when we are moving to a shorter workshop time period (4-day meeting model). The data also indicated that the revenue from workshops exceeds expenses (excluding indirect costs).

Marshall pointed out that the Programs Committee and many Area Chairs do not govern which workshops are approved. She wondered if we needed to consider establishing a

policy/procedure. Stewart wants to encourage Area Chairs to read and respond to workshop reviews. Riendeau described the situation as a “need to change the culture” if we want to see changes.

Cunningham described the goal as to identify a smaller list of high quality workshops with higher attendance. Jackson added that to do that, and then we need to have a high quality workshop list. Sokoloff stated that we need to have procedures ASAP to address issues because WM2014 will be the first using the 4-day model and planning for that meeting is upcoming by Area Committees.

Sokoloff moved and Marshall seconded the following:

**Motion:**

**The Executive Board authorizes the President to establish a Four-day Winter Meeting Schedule Planning Committee to propose a time schedule showing time slots for workshops, sessions, plenaries, and committee meetings in this new reduced meeting format. The Committee should include at least one member of the Meetings Committee and at least one member of the Executive Office. The Committee needs to report to the Board at its Fall 2012 meeting.**

The motion passed unanimously.

**17. Meetings Committee Report (O’Kuma)**

Tom O’Kuma indicated that the Committee is investigating the University of Maryland for SM2015. WM2016 is under consideration as a joint meeting with APS. Possible sties include Phoenix, Dallas, or Washington DC. The meeting would be in mid-February. Iona asked if the Council had been informed about the possibility of a joint meeting with APS. O’Kuma did not think that there had been any discussion with the Council about a joint meeting yet.

He reported that the Ontario meeting showed a net income including indirect costs. This shows a good management by the staff in the National Office.

**18. Publications Committee Report (Iona)**

The following are recommendations from the Publications Committee for Editorial and Advisory Board appointments:

**For AJP:**

On December 31, 2012 the terms of Ernie Behringer, Anne Cox, and David Garfinkle will be completed. We recommend the following three new members to serve three-year terms beginning January 1, 2013. All three have expressed their willingness to serve. Joel Cannon, Washington and Jefferson College; Samuel Drake, Durham University (UK) and University of Adelaide (Australia); Nathan Harshman, American University,

**For the Resource Letters:**

After the Winter Meeting 2013, these two people are ending their terms on the Editorial Board: Richard W. Peterson and Jean-Francois S. Van Huele. We recommend that Ruth W. Chabay (North Carolina State University) and Gordon P. Ramsey (Loyola University)



be appointed to the Resource Letters Editorial Board for three-year terms beginning after the AAPT Winter Meeting in New Orleans, Louisiana.

#### **For TPT**

Shannon Mandel has given up her position on the *TPT* Editorial Board. We recommend that Deborah Rice, St. Louis, MO, serve as her replacement. Deborah's term will begin immediately and end in January 2014.

**The Board unanimously approved all these appointments.**

Iona highlighted the following from the Editor Reports:

- There is an additional workload for AJP editors because so many authors are from foreign countries and their English is weak. Therefore, there may be a budget request for an additional editor position. This would reduce the revenue to AAPT from the journal. The editors will investigate an author service called Edanz. The intent is not to impose fees on authors for submission and not to indicate that publication is guaranteed if the service is used.
- Future TPT editors might wish to use an online manuscript tracking software. This might have budgetary implications.

There were some questions about inviting AJP authors to join AAPT. Gardner indicated that over a three-year period this was done without any successful new members joining. This prompted the question about requiring a submission fee for non-members (as distinguished from page charges) that would be roughly equivalent to a membership. Iona will take this to the Publications Committee.

Following a very informative presentation by Fred Dylla, AIP CEO, it appears that the US government might require publications that result from federal grants to be publicly available. In preparation for this, the Publications Committee recommends the following motion that provides direction to the National Office if this becomes a requirement. The Office does not need to implement this until it is a requirement.

**Motion: Based on discussion that the US government might require publications that result from federal grants to be publicly available, Executive Board allows the Executive Office to make AJP and TPT on-line only available at no charge to public libraries in the USA on restricted IP addresses.**

The motion passed, Shropshire abstained.

#### **19. Marketing Report (RaShonda Rosier)**

RaShonda Rosier indicated that the marketing goals are to differentiate AAPT from other physics organizations, to increase membership, and to promote physics education.

The Board offered several suggestions to improve the Marketing Plan that was included in the iBook.

#### **20. Formation of an APS Topical Group (Eric Brew)**

Eric Brewe reported to the Board that in 2008 a group initiated discussion with APS to form a Topical Group on PER. They surveyed members of the FED and the AAPT-PERTG. They received over 250 APS members responding positively to their survey to form a Topical Group. They need to submit an application that outlines the “grand areas of the research field.”

Brewe indicated that as a Topical Group in APS, they could have more interaction with physics departments. Hilborn indicated that it will be critical that the leadership be shared between AAPT and APS to consider complementary activities. Brewe stated that he is looking at this as an “expansion, not as a division of the relationship that AAPT and the PER have enjoyed.”

Gardner pointed out that AAPT has a half-priced, one-year, introductory membership with APS. The offer begins in 1996 when 400 members from APS joined, 206 remained through 2012.

### **21. High School Representative’s Report (Riendeau)**

Riendeau appreciated the comments and work by many groups responding to the NGSS. She reported that it is still unclear about the financial viability of HS Teacher Day and submission fees for photo contest.

She also commented that it is difficult to give a report four times/year especially before the High School and Pre-High School Committee meets at the National Meetings.

### **22. Section Representatives Chair’s Report (Milner-Bolotin/Puskar)**

Milner-Bolotin and Puskar reported:

- That they have been working with Section Representatives to keep the information on the AAPT website updated.
- That Lee Trampleasure – N-CA has volunteered to help a number of Sections with the creation of a web site
- That Jim Nelson suggested compiling materials for a Speaker’s Bureau.

### **23. Executive Officer’s Report (Cunningham)**

Cunningham reported that they are planning an Executive Office Retreat in August for planning and professional development.

### **Yamani Fund**

The Yamani Fund received five applications, but all were incomplete. Despite contacting the applicants, the applications remained incomplete. She will be working through the USLC and the International Committee regarding this issue.

### **IPhO**

The IPhO results included: 3-gold, 2-silver, and 1-special for the best theoretical answer. The team placed 5<sup>th</sup> overall. Cunningham is working to partner with the Center for Academic Excellence who prepares the biology team. There is a possibility that they can

help with co-fundraising.

Marshall moved and Shropshire seconded the following motion:

**The Executive Board authorizes the Executive Officer to move forward with an MOU with the Center for Excellence in Education to help with fundraising and marketing. Note: AAPT would retain oversight of the academic program for the US Physics Team.**

The motion passed unanimously.

### **Philanthropy Committee**

Cunningham reported that the 2012 budget does not include funds for the Philanthropy Committee. Moreover, she is not sure when there will be funds available for the Committee. Iona pointed out that, in the past, the Board wanted to have an external group make recommendations to the Board regarding funding external, unbudgeted requests. Stewart wondered if the Review Board could handle the requests until the Philanthropy Committee is funded.

### **Consultancy**

#### **AAPT Advisory Consultancy on Public Policy**

AAPT public policy issues related to physics or science education are coordinated with the Consultancy. The consultancy is contacted whenever the Executive Officer receives a request to endorse or support a letter, etc., regarding a science or physics education related issue. The group is small allowing quick feedback on time sensitive requests. In addition, the group can provide insight and feedback on AAPT's public policy priorities.

#### **Proposed Charge:**

The consultancy will provide advice to the Executive Office on emerging science education policy issues. The consultancy can provide guidance on signing, endorsing or drafting letters to various local, state, and national policymakers, developing position statements for public dissemination, developing and refining AAPT's policy priorities, and formulating strategies for furthering AAPT's public policy priorities.

Any public policy issues that would affect AAPT's policies are subject to Executive Board approval.

#### **Proposed Membership:**

- Five AAPT members with interest in public policy (to be appointed by the Executive Officer with one designated as chair)
- AIP government relations staff member with a specialty in science education policy, ex officio
- Executive Officer (or designate), ex officio

#### **Terms of the Membership:**

The five AAPT members will be asked every September if they would like to continue their membership. Maximum term length is 5 years unless the experience of a particular member is needed. The Executive Officer will consult with the President to extend the term by one or two years beyond the 5-year term.

Current Members: Ruth Howes, Curt Heiggelke, Scott Franklin, Laird Kramer, and Noah Finkelstein (chair)

New Members (if proposed membership is approved): Aline McNaul, AIP Policy Associate

Marshall moved and Stewart seconded the following motion:

**The AAPT Executive Board approves the charge, proposed membership guidelines, and the terms of membership.**

The motion passed unanimously.

### **Journal Editorial Files**

Cunningham described the transfer of 100+ boxes of AJP files to ACP. She is suggesting a policy to keep paper files of journal editorial actions for 10 years. She thanked AIP Niels Bohr Library and Archives for their help in working with the journal files.

### **e-Mentor Program**

Data from a survey of mentors and mentees was presented. Stewart commented that it was odd that mentors and mentees had such different responses to the same questions.

### **Review Committees**

Iona pointed out that the Review Committees suggested by Cunningham were a good as a trial approach to assess the value of various AAPT programs. Once the review of the Apparatus Competition is complete, a more formal recommendation should be prepared that includes: Board appointment of temporary committees, reports to the Executive Board in Executive Session, inclusion of recommendations for Board and National Office actions.

This approach could be very helpful in evaluating programs such as the high school test, IPhO, some small publications in the executive Office, Alternative Access, the HS Teacher Day, and High school Innovative Grants.

### **24. Associate Executive Officer's Report (Hilborn)**

Hilborn complimented the Meetings and Conference Department for their work on all the projects in May/June including the preparation of the Summer Meeting.

He also reported that there is some consideration of offering an annual rather than a biennial conference of Department Chairs. This might have some budget implications for AAPT.

### **25. AIP Representative's Report (Cathy O'Riordan)**

O'Riordan reported on the following;

- Several SPS Interns served at AIP this summer.
- Gary White has taken a rotator position at NSF.
- Toni Saunci is serving as interim Director of SPS.
- The Sigma Pi Sigma Congress will be at Orlando in November.
- The Statistical Research Center is finalizing a TYC Report that includes 450 of 1200 TYC responses.
- AAPT members should subscribe to the *FYI* list, *Focus On* and *Trends*

## **26. APS Education Report (Hodapp)**

Hodapp verbally reported on the following:

- PhysTEC is seeking some collaborative opportunities including: 10k-in-10 funding for a submission with Cal State, collaborations with UTEACH and National Math Science Institute by having PhysTEC at UTEACH sites, collaborations with school systems in Georgia and California.
- ACS is replicating PhysTEC
- Launching second book – effective practices in physics teacher preparation, 2015 – case study
- He is in long-term strategic goals discussions for the project in with Hilborn and Cunningham
- PhysTEC will offer one more solicitation for sites in the fall
- Their Minority Bridge Program is in negotiations with NSF
- APS will help with grants and logistics for Conferences for Undergraduate Women in Physics
- APS will work on Building Thriving Programs based on SPIN-UP discussion following the Department Chairs Conference
- They are planning a Distance Learning – 1.5-day conference using NSF money
- APS is beginning discussion about how to bring PER to online courses and the economic implications of online course for departments in schools of all sizes

He asked if there are things that AAPT would like to bring up for APS units as part of their long range and strategic planning?

## **27. IT Report (Campbell)**

Erwin Campbell reported last year that the AAPT infrastructure was at a critical state. Much has changed during the year including: the use of Google apps and virtual servers; Upgraded: iMIS and ISG-Web; ahead there are plans to upgrade the Solomon financial system, web servers, and the file management system.

Regarding the ACP Technology Taskforce: The point has been made that since AAPT occupies a small part of the building, its IT needs are not as large as some others. AAPT is seeking alternatives. For example, we pay for but not use the help desk, printer services, software upgrades. Negotiations continue regarding PC setup for large meetings and wireless network management. He anticipates a cost savings and rent rebate for 2012/2013.

## **28. Finance Department's Report (Brosnan)**

For the six months ending June 30, 2012, AAPT reported operating revenues of \$2.6 mil and operating expenses of \$2.2 mil resulting in a profit from operations of \$450k before investment related activity. Note that there was a \$220k gift for ComPADRE included.

The June 2012 financials reflect expenses in the Venture Fund of \$30,815 and \$32,000 of reimbursement income.

Investment income for the six months ending June 30, 2012, is \$193k. Compared to same period in 2011, it was \$164k, and \$4k for 2010.

The June 30, 2012 reserve balance is \$3.7 mil compared to \$3.4 mil in 2011 and \$ 3.2 mil for the same period in 2010.

The Cash Balance in the operating account as of June 30, 2012 is \$ 939k.

Accounts payable and Accrued Expenses at June 30, 2012 are \$141k. Brosnan pointed out that the next few months of July, August and September are historically slow cash receipts months.

In January 2012 \$300k was transferred from the operating account to the long-term reserve account to reimburse for the November 2011 transfer.

We anticipate \$20k less expenses due to the AIP dues hiatus.

## **29. Treasurer's Report (Zitzewitz)**

There was an error in the iBook; the \$220k gift from Academic Software is for ComPADRE support.

Currently,

Undesignated reserves = \$1.7 mil, Designated reserves = \$1.7mil (for comparison, in 2008 had \$4.5 mil in total reserves)

Total LTR reserves = \$3.1 mil and \$0.5 mil in Short-term reserves

## **30. Report from Audit Committee (Milner-Bolotin)**

Milner-Bolotin reported on improved experience with McGladery Auditors compared to two years ago. The Committee is seeking responses to an RFP from three firms. A motion regarding selecting the 2013 auditor is expected soon.

The "Material deficiency" in the audit was due to the following: For non-member subscriptions from institutions there were some procedural problems in recording it as deferred revenue in data entry using appropriate referral dates. The issue was in bookkeeping, not in acknowledging and tracking the income. It is now corrected, but it

did result in a \$50k adjustment.

### **The Executive Board accepts the 2011 Audit report.**

The motion passed unanimously.

### **31. Writing session on long range priorities and plans**

The following are the reports from the different brainstorming groups:

#### **Discussion: How to recruit HS students into physics and how to recruit HS teachers into AAPT?**

Participants: Diane Riendeau, Karl Mamola and Marina Milner-Bolotin

Ideas (we didn't have enough time to brainstorm. It is just the beginning):

##### **How to recruit HS students into physics courses?**

- We have to reach out to school counsellors and continue talking to them about the importance and benefits of enrolling students into physics courses in HS. We might want to find if there are any local conferences for school counsellors.
- We have to reach out to parents and teachers (not just physics teachers). Maybe try to reach parents during the parent-teacher events, newsletters, etc.
- We can recruit freshman and sophomores who took HS physics and who are successful in college to participate in a project where we create very short video clips of them. We believe that HS students would rather be influenced by other students who are a few years older rather than by adults. Diane had a great idea of how to use Go Animate to create very short fun videos. <http://goanimate.com/>

##### **How to recruit HS physics/science teachers into AAPT?**

- We have to focus on pre-service physics/science teachers. Recruiting them BEFORE they started teaching formally might help us and might start a long-term affiliation with AAPT.
- We have to continue working through SPS.
- We have to continue recruiting via local events: section meetings, local science teachers' meetings, school board events, personal connections in schools, etc.

#### **New Faculty, Mentoring, and Grant Opportunities**

Participants: Mary Beth Monroe, Steve Iona, Jill Marshall, Bob Hilborn, David Jackson

- Given that AAPT has many opportunities for grants to support projects developed by its members and the Executive Office, who should decide on priorities for submitting proposals?
  - Our current Review Board procedures are fine for proposals that are already fairly far under development. BUT,  
How should AAPT let members know about how to bring ideas to the Board and Executive Office and how should AAPT vet those embryonic ideas?
  - It would be helpful for the Board to have a list of priorities for project development and to revisit that list at every Board meeting.

Some specific projects:

- Amy Bug (Swarthmore) and Anne Cox (Eckerd) will be talking to Jill Marshall, Beth Cunningham, and David Jackson about some ideas for mentoring new physics faculty.
- Ed Prather (University of Arizona) has a proposal for mentoring post-docs and graduate students who are interested in academic careers.
- Steve Iona suggested developing (and selling) collections of AJP, Compadre, and TPT articles focusing on particular areas in physics, for example, a collection of articles dealing with centripetal acceleration. These would be annotated collections, somewhat more narrowly focused than the current AJP Resource Letters. Each collection would require a (volunteer) editor.

### **PTRA Program Ideas**

Participants: Gay Stewart, Steve Shropshire, Paul Williams, Greg Puskar, Jack Hehn, and Beth Cunningham

- We need to first develop an idea before we start marketing to funding agencies.
  - We can market to NSF but we need to incorporate a research component
    - Research component could be impact of building teacher leaders on student learning
    - Need to understand the impact of PTRA on teachers and student learning – not well documented for past PTRA grants
  - We should also market to other funding agencies such as 100K\_in\_10.org, corporations, etc.
- General ideas (as discussed with NSF):
  - PTRA as a way to help prepare students for AP classes
  - Build on the PTRA model, but include explicit interactions with colleges and universities
  - Build on the current PTRA materials and workshops, but update them for NGSS and for enhanced evaluation and assessment of their effectiveness
  - Aim for 10,000 teachers (about half of the teachers of physics in the US?): 200 “teacher-leaders” each doing two workshops per year with 25 participants per workshop – a set of activities lasts about two years
  - PD activities should include face-to-face meetings and follow-up online activities
  - Develop a Chautauqua-like PD program (few days together, then assignments and projects to work on, followed by another few days together – repeat for different topics)
  - Emphasize links between physics and math, chemistry, biology, earth science, and engineering at the high school level. Many states require dual certification, some districts small so need dual certification
  - We could also use the idea of regional centers
  - Need the partnership of master teachers (“peer” leaders) with higher education to be successful
  - Could use the PhysTEC sites
  - Synergy between pre-service, in-service, and college faculty teaching to pre-service teachers



- Build on current PTRAs materials with revisions
- Incorporate the Next Generation Science Standards, Common Core Math (and English language arts?) Standards into PD materials?
- Do we want to reach down to K-6 teachers?

Mamola encouraged the Board to consider moving long-term visioning toward the beginning of its meetings rather than start the meetings with reports.

Board members were then asked to identify Priorities based on these reports:

Priorities included:

- Assessing the value of PTRAs and student learning and including next generation teacher professional development
- Studying the effects of distance learning on intro physics courses esp. lab component
- Linking PTRAs professional development to the changes in the AP program
- STEM conferences for master teachers or others related to AAPT products and programs
- Workshop ideas on mentoring new faculty and writing broader impact statements (market to APS units)
- Important to focus on bringing students into the physics classroom – without them, we have no future physicists including physics teachers – and making HS physics an admissions requirement for colleges
- Recruitment of members including Section members (want to recognize that being a member of the National adds value)
- Expanding the added value with new proposals for new faculty and mentoring workshops, etc
- Meeting restructuring
- Connecting HS teachers with PTRAs
- Expand new faculty mentorship to make AAPT the association to join (even in graduate school)
- Strengthening/marketing of our journals/publications
- Make sure we don't forget college and university faculty members with programs such as NFW and ALPhA

Things that were heard the most: PTRAs, New faculty, Mentoring

## **Electronic Motions**

### **AAPT Motion for Robert Fuller Memorial Session**

**Motion passed. (9-yes, 2-not voting)**

### **Publications Manuscript Storage Policy**

**Motion passed (8-yes, 3-not voting)**

### **Extension of Mamola Contract**

**Motion passed. (10-yes, 1-not voting)**

### **Approval of Auditors**

**Motion passed. (8-yes, 3-not voting)**

## **AAPT Motion for Robert Fuller Memorial Session**

### **Memorial Sessions at a National Meeting**

Memorial Sessions are scheduled in one of the time slots for concurrent sessions at a meeting. Such sessions are planned by an Area Committee, but because the appropriateness of such a session might arise at any time, may or may not be proposed with other events at Programs II. The session would offer a collection of invited and/or contributed papers/posters with the primary focus being about the individual(s) being memorialized. Memorial sessions would recognize one or a few individuals who have died. The Program Chair must seek approval of the Executive Board before authorizing the session in the meeting.

When you are ready to vote, please respond to Steve Iona [steve.iona@earthlink.net](mailto:steve.iona@earthlink.net)

### **Motion:**

**The Executive Board approves a session to honor the contributions of Bob Fuller to AAPT and Physics Education at the Summer Meeting in Portland.**

Proposal prepared by Dean Zollman, August 24, 2012

**Rationale:** Bob Fuller was a creative physics education researcher and developer whose career spanned about 40 years. During that time he was instrumental in developing new ideas for teaching and learning of physics and in spreading enthusiasm for our discipline. He also served AAPT in a variety of ways, including a term in the Presidential line and filling in as president when the active president became ill. Remembering Bob at one of our meetings seems appropriate.

**Venue:** Portland Summer meeting. Bob died in April 2012, so the Summer 2013 meeting seems an appropriate time for a session to honor him. In addition, two of Bob's children live in the Portland area and could easily attend.

**Format:** Invited session with about 4 talks. The talks would include 1 or 2 that would be updates on projects that Bob was involved in. The others would be given

by Bob's former colleagues and cover topics that Bob would have been interested in even though he was not involved in them himself.

Organizer and session chair: Dean Zollman

Tentative speakers (At this time none of these people have been asked to talk, so please consider this information confidential. Titles are mine, not theirs, so the titles are likely to change.)

- Dean Zollman: Short review of Bob's contributions (No more than about 5 minutes)
- Scott Stevens, Entertainment Technology Center, Carnegie Mellon University: Using games to teach physics to young children. (Scott was one of Bob's first physics education PhD students.)
- Charles Lang, retired from Omaha Westside High School: Physics Cinema Classics, Then and Now. (Chuck was a long time collaborator with Bob.)
- Vicki Plano-Clark, University of Nebraska Lincoln: Humanizing Physics Project (Vicki worked with Bob at UN-L; Humanizing Physics was one of their collaborations.)
- Rebecca Lindell, Purdue University: Modifications to introductory physics courses at Purdue (Rebecca was one of Bob's last PhD students. She is now working on improving the teaching of intro physics at Purdue.)

It is likely that at least one of these people will not be able to attend the Portland meeting. In that case I will try to a suitable substitute. However, this list gives an idea of the type of talks that would be presented.

### **Publications Manuscript Storage Policy**

The following motion is based on recommendations from the Executive Office and the Publications Committee. The issue arose as the Office worked through several pallets of old AJP files. As we transition to a new TPT editor, we want to have a guideline to follow.

#### **Motion: Publications Manuscript Storage Policy**

**Manuscripts submitted for publication in AAPT journals along with subsequent correspondence with journal editors and reviewers, would be retained for five years after the last author interaction by or with the editorial office. After five years, all materials associated with the manuscript would be disposed of.**

#### **Extension of Mamola Contract**

The TPT Search Committee has begun its work. However, Karl Mamola's term of service ends in January 2013. It is unlikely that we will have a new editor January 1, 2013. This motion extends Karl's agreement as TPT Editor into the summer to allow for

the completion of the academic year issues of TPT and to provide some transition time for a new editor.

The editor position has not officially been posted yet. This motion allows both Karl and his staff to plan ahead for the 2012-13 school year.

**MOTION:**

**The AAPT Executive Board approves an extension of the current financial and facility agreement with Karl Mamola to continue as editor of The Physics Teacher Magazine through July 1, 2013. This extension is to assure that the magazine will have a full time editor and to help facilitate a transition to a new editor**

**Approval of Auditors**

The Audit Committee met on Wednesday of the Summer Meeting. They were able to review responses to the RFP for Auditors. The Committee offers the following motion:

**The Executive Board approves the recommendation of the Audit Committee that McGladery (our current auditors) be selected as the audit firm for the 2012 Audit. The Committee will suggest in 2013 that McGladery be selected as auditors for 2013 and 2014 based on satisfactory performance.**