

Minutes
Executive Board
American Association of Physics Teachers
Albuquerque, NM
Hyatt Regency Hotel, Fiesta
January 8, 9 and 12, 2005

Members Present: Jim Nelson, President; Dick Peterson, President Elect; Ken Heller, Vice President; Charlie Holbrow, Past President; Mary Beth Monroe, Secretary; Chuck Robertson, Treasurer; Steve Iona, Chair of Section Representatives; Randy Peterson, Vice Chair of Section Representatives; Deborah Rice, At-Large Member for High Schools; Ruth Chabay, At-Large Member for Four-Year Colleges; Chuck Stone (arriving late), At-Large Member for Two-Year Colleges; Karl Mamola, Editor of *The Physics Teacher* (TPT); Jan Tobochnik (arriving late), Editor of the *American Journal of Physics* (AJP); Bernard V. Khoury, AAPT Executive Officer

Guests: Harvey Leff, John Roeder, Warren Hein, John Layman, Jack Hehn, Michael Whitman, Len Jossem, Matt Potts, Maria Elena Khoury, Thad Lurie, Bruce Mason, Ted Hodapp, Alan Balkema, Valerie Evans, Jim Stith, Alan Gibson

1. Call to Order and Welcome. Jim Nelson called the meeting to order, welcoming all Board members and guests.

2. Additions to the Agenda. C. Holbrow asked that four items be added to the Agenda: Report from the Awards Committee, Report from the Review Board; Discussion of the 4U Task Force Report, and Appointment of AAPT Member to the Forum on Education.

3. Approval of October Minutes. **D. Peterson moved that the Minutes of the October 8-9, 2004 Executive Board meeting be accepted. C. Holbrow seconded the motion. The motion passed.**

4. Executive Session I. J. Nelson called the Board into Executive Session I. He asked Warren Hein and newly elected Board members to attend.

(At the close of Executive Session I, Nelson adjourned the Board until Session II on Sunday January 9.)

5. Member Assessment Surveys. During 2004 Monalco conducted a non-member assessment for AAPT and during the Fall, 2004 reanalyzed the data from the AAPT member survey conducted by the AIP in 2001. Alan Balkema, President of Monalco and lead researcher for this project, presented their findings of the assessment surveys. The comprehensive report was included in the Board packet, Item III A.

Valerie Evans, AAPT Director of Memberships, explained that the names for the non-member assessment survey were not obtained from APS or NSTA membership lists. Instead the AAPT staff got the names by attending meetings of these organizations. The non-members surveyed had shown some interest in the AAPT or were former members of the association (membership had lapsed within the last five years).

During the report, Tobochnik commented that the non-members seemed to have a good knowledge of AAPT activities. Holbrow pointed out that sample of AAPT members was not largely random since 60% of the respondents indicated they were among the 10% of AAPT members who attend AAPT meetings. Heller suggested that it would be interesting to analyze the data for electronic journal subscriptions versus print subscriptions as a function of the age of subscribers.

Stone asked Balkema how the AAPT could use these findings to recruit and retain AAPT members. Balkema explained that the surveys indicate a strong desire for curriculum reform and activities addressing the science standards. He recommended that the AAPT should explore how to improve networking opportunities, even though respondents had rated this aspect low in their reasons for joining the association. Stone commented that the survey data did not address the AAPT initiative to attract more members from four-year colleges and universities. In response to a question from Stone, Evans explained that the surveys had helped her to reach out to more people, but the findings had not really helped her in developing programs to increase AAPT membership.

In conclusion, Khoury explained that the Membership and Benefits Committee would study the report from Monalco and prepare its response for the Board. Balkema will provide Board members with copies of the presentation slides.

6. ComPADRE. Bruce Mason, Editor of Online Publications, highlighted elements of his report to the Board appearing in the Board packet, Item IIID. All ComPADRE collections (Pre-College, Astronomy, PER-Central, Student, Repository, and PSRC) are now available online. The staff have improved the technology to enhance the communication tools and streamline the system. The Co-PIs of the collaborative and collection editors, with the help of developers of other digital resource collections and authors of educational materials, are in the process of developing strategies for future funding grants.

7. Jim Stith. Stith, AIP Vice President for Physics Resources, presented the following status reports:

- He reported that AIP had a challenging but good year and should end up in the black financially. The price reduction plan for AIP publishing services had been completed.
- The last issue of *The Industrial Physicist* (TIP) was published in December 2004. AIP plans to keep back issues of the journal on its website for the near future.
- Stith asked Board members to visit the new Physics Today Online launched January 1, 2005. The site has an industrial corner which will target those serviced

by the TIP journal. TIP had many readers who were not members of any AIP member society.

- Stith will hire a physicist to track AIP strategies for outreach to the non-academic community.
- AIP Corporate Associates is declining in membership and attendance to its meetings. The 2005 meeting of the Corporate Associates will be held at NIST.
- Discoveries and Breakthroughs in Science now has 125 participating television stations, of which 25 are Spanish stations. AIP plans for the program to become financially self-sufficient following the end of NSF support for the program. AIP contributes less money each year for the support of the program.

8. PER Conference. Michael Whitman, representing a small group within the PER community, requested Board approval for a PER meeting to be held in Bar Harbor, Maine, one week after the AAPT Summer meeting in Utah. The timing of the meeting is associated with the availability of campus housing for meeting participants. The purpose of the meeting, to be modeled after the Gordon conferences, will address a need by young members of the PER community not currently addressed by the annual PER tandem meetings. PER researchers will convene to exchange information without a focus on a PER specialty. Whitman explained that Board endorsement of the meeting would help convey that the activity is not independent of AAPT. In addition to sponsoring the activity, the group asked AAPT for some financial help with initial cash flow. The registration fees will pay for the meeting expenses.

Chabay asked if there were plans to still conduct the tandem PER Conference. Whitman did not know. Heller questioned how the organizers could allocate 60 participant slots for the broad range of PER topics. Nelson expressed concern that the timing of the meeting was in conflict with the AAPT meeting, thus causing people to choose which meeting to attend. Whitman explained that the weekend between the AAPT Summer Meeting and the special PER meeting would allow AAPT members time to go home. He added that this meeting would not be an annual event, although another one might be proposed in four years. Chabay expressed that this meeting has some real conflict with the AAPT meeting and it would therefore be hard for the association to co sponsor.

Nelson expressed that this kind of request should come from the appropriate area committee. He asked Whitman to have the RIPE Committee prepare a written request for Board consideration. Heller advised that the request should list the proposed topics for the meeting and should indicate if proceedings would be available. Robertson explained that the request should specify the dollar amount the PER group wanted from the AAPT. Iona also asked that the committee request describe the impact of the special PER meeting on the AAPT. (See these Minutes, Item 37, Area Committee Reports from RIPE.)

9. Report from the Executive Officer. Khoury highlighted the following topics from his December Report to the Board (See Board Packet, Officers' Reports)

- The AAPT staff have talked with the media relations staff at AIP about increasing the publicity for AAPT awards. To this end, the AIP staff would like to see better descriptions of the awards as to their purposes and the selection criteria for award recipients.

Holbrow explained that this request was unrealistic. The general descriptions of the awards has provided the Awards Committee with flexibility to select recipients. He explained that the issue is really the awardee, not the award. He suggested that the press releases could list previous recipients as a way to distinguish the awards. Holbrow reminded the Board that the descriptions of the awards had just been revised.

Stith stated that the AIP media people wanted the hook for publicity for the award recipients. The publicity concerns how the AIP will describe the awards and their recipients to the community and how the AIP will pitch this to science news. Stith commented that sometimes the association brings value to the awardee and sometimes the awardee brings prestige to the association. He advised that AAPT should begin to have these discussions with the AIP media as soon as the recipients are named. Holbrow reminded the Board that he had promptly prepared press releases for the previous award recipients but they had not been delivered to the AIP media.

- During its October meeting, the Board, upon recommendation from Khoury, approved a motion for the Executive Officer to set up a structure to collect \$1 million to endow all AAPT awards. Khoury said that he had rethought this recommendation and now questioned the efficacy and effectiveness of expecting a staff officer to complete this task. Khoury reported that the AAPT fund-raising activity for the Dodge Building was led by two AAPT volunteers, Janet Guernsey and Reuben Alley. He also referenced two fund raising activities currently under way at APS, both primarily led by volunteers. Khoury suggested that the Board identify volunteers from AAPT membership to take the lead in this effort. Holbrow clarified that the strategy was to first endow the Oersted and Phillips Awards. Nelson volunteered that he would seek advice from the AAPT past officers' during their luncheon.
- During its Summer 2004 meeting, the Board allocated \$2000 to support a multi-organization effort to overturn the regulation by the Office of Foreign Assets Control (OFAC) limiting the publication of papers from authors in Cuba, Iran and Sudan. The legal action was filed in September. In December, prior to the initiation of judicial procedures in this matter, OFAC issued a notice announcing its intention to publish a regulation that would grant a general license permitting publishers to review, edit, and publish articles from authors of these countries. Khoury reported that the legal matter had not been resolved but he was optimistic. Holbrow pointed out that OFAC changed its regulations, but retained its right to regulate this publication.

- Sina Kniseley, AAPT Director of Communications, wrote a good description of the AAPT, which was published in the last issue of *The Industrial Physicist*. Khoury said the publication of the article was coincidental with the publication of the last issue.
- The High School Committee asked Barry Feierman and Rex Rice to develop a publication on physics first. Khoury explained that Feierman is concerned about the direction the book should take. Holbrow stated that he had a chance to review the draft of the document and found it to be a sales pitch more than a set of guidelines. He talked about this with Feierman and offered his help in drafting the book.
- Khoury attended the most recent meeting convened by Leon Lederman to discuss cross-society interests in revisions in high school science curricula. Participants included members of the math, physics, and chemistry communities, NSTA, the National Research Council and public schools in the DC area. Since the discussions at the meeting had not identified specific actions to be taken, Khoury and leaders of the other societies are discussing the possibility of organizing a meeting to discuss what needs to be done and by whom. He is hopeful that an interdisciplinary connection will be made.
- During the Summer 2004 Meeting the Executive Board approved the publication of the Guidelines for Undergraduate Physics Education. Subsequently, the APS Committee on Education reviewed the guidelines and now have comments to make. In addition a Cracker Barrel was scheduled for the January 2005 meeting in Albuquerque to discuss these guidelines. Therefore, the AAPT staff delayed the printing of the booklet until early February.
- The AIP has changed its eligibility requirements for retirement and medical benefits of its employees. Since the AAPT has only recently revised its program, Khoury explained that he would wait a year or two before presenting a similar change to the Board for its consideration. The new AIP requirements increase the age by 2 years and the service requirement by 5 years, thus reducing the expense of the benefits. Holbrow commented that if the AAPT waits one or two years before making changes, the AAPT may have more employees grandfathered later than now. He asked if the AAPT would be exposed to an expense by waiting. Khoury answered that he had not really looked at this. He had not determined who would be grandfathered and who would not.
- Khoury reported that during the meeting of the Publications Committee, the members had discussed the request from PASCO to publish AAPT articles from the AJP and the TPT on the PASCO website. These articles describe how teachers have successfully used specific pieces of PASCO equipment in their classrooms. The Publications Committee encouraged Khoury to treat this as a pilot program for one year and to make sure the posting of the articles did not imply AAPT endorsement of the equipment. The committee also advised Khoury

to grant permission to similar requests, should they come in, from Sustaining Members only.

- During the AAPT Officers' annual visit to the NSF in December 2004, there were recurring discussions about two-year colleges and their increasing role in preparing students for the technical workforce. The Physics Division asked the Officers' advice regarding its support of the PER community. Khoury reported that the officers gave the NSF a clear message that this was a robust community and it was very important that the division support PER efforts.
- The Task Force on Graduate Education is still at work. Khoury reminded Board members that one stimulus for the study was the perception that there was a lack of coherence across the physics graduate programs. However, Khoury believes that there is still a lot of coherence and that the basic core courses have not changed substantially during the last several years. Chabay stated that the AAPT can provide a forum for this discussion. She added that some leading institutions in the hierarchy of physics graduate programs have broken away from the use of traditional texts and others use traditional texts such as Jackson but are not happy with them.

Robertson made the observation that a number of the AAPT externally funded grants are nearing the end of their funded terms. He suggested that the Board should be watchful for opportunities for new proposals. Monroe explained that the two-year college community was having discussions along these lines. Khoury added that there could be opportunities within the graduate education community. It was concluded that there is a need to have a vibrant discussion regarding future AAPT grants.

10. PhysTEC. Hein, Co PI for the PhysTEC Collaborative, reported that he will be working with the PhysTEC Coalition (PTEC) and John Layman, also a Co PI, will be working with the mentor and Teacher in Residence components of the project. Layman explained that the project leadership has yet to identify the formal responsibilities for each organization within the collaboration (AIP, APS, and AAPT), but he added that he anticipated the completion of a strategic plan within the following week or so. PhysTEC will have a national conference concerned with "building the Coalition" in mid March for about 100 participants. The conference will become an annual event. PhysTEC leadership is working with Bruce Mason to develop another teacher preparation portal for ComPADRE. The leadership is also developing a visiting scholar program. In conclusion, Layman explained that the leadership was preparing for a project review visit to NSF during the latter part of January.

In discussion of the project report, Iona commented that the PhysTEC project activities had deviated from the proposed project's description in the NSF grant. He advised that the AAPT might want to reconsider if the association should have a role in the project and if so, what that role should be. He also pointed out that the PhysTEC report included in the Board packet (Item III E) stated that Karen Johnston, external evaluator for the project, would soon submit her third and last evaluation report. He asked if this implied

that the project would not have evaluations after the third year. In response, Layman said there would continue to be summative reports but that Johnston would not prepare formative reports.

11. Task Force on National Meetings. The Executive Board established the AAPT Task Force on Meetings in April 2004. Members of the Task Force are Iona (Chair), Richard Krantz, Tom O’Kuma, Carol Heimpel, and Dick Peterson. (The Report from the Task Force was included in the Board Packet as Item IIC.) The Task Force presented 20 recommendations to the Board for its consideration.

These recommendations stemmed from the members’ analysis and discussion of their surveys of

- The AAPT Executive Board regarding goals of AAPT national meetings.
- Area Chairs regarding meeting parameters,
- Section Representatives regarding meeting parameters,
- Meeting attendees during the last five years (2500 possible email addresses),
- Meeting non-attendees during the last five years (6600 possible email addresses).

Approximately 36% of the attendees responded to the web-based survey and 12% of the non attendees responded to their web-based survey. Iona explained that the data was often disaggregated based on institutional affiliation.

All surveyed groups indicated their satisfaction with the present meeting format. The analysis of the survey produced five conclusions that guided the task force’s discussion:

1. The relevance of the meeting topics to faculty’s area of interest is a key criterion used in attracting meeting participants;
2. Meeting costs and sites are also deciding factors for attendance at national meetings;
3. AAPT Planning Initiatives should be reflected in the meetings and meeting planning;
4. National meetings provide opportunities for members to present papers and posters; and
5. Networking opportunities at meetings are important to most participants.

Iona summarized each of the recommendations and corresponding rationales. Considerable discussion occurred regarding Recommendation 6, which suggested that the length of the Winter meeting should be reduced. The rationale for this recommendation was based on meeting attendance data that showed that in recent years, the attendance at Winter meetings was decreasing. Iona predicted that the next two Winter meetings would be smaller, but that the meetings scheduled for Seattle and Baltimore would see an increase due to the sites’ geographic locations.

Chabay asked if the task force considered the elimination of the AAPT Winter Meeting. Although the survey had a question regarding the model of one meeting a year, the survey responses did not indicate that this was the way to go. Tobochnik commented that the responses depend a lot on the phrasing of the questions. He proposed that the Winter meeting should address different recommendations from those addressed by the Summer

meeting. He added that a big problem is that 4U faculty can't attend the Winter meeting. Chabay strongly agreed with this observation and added that the participants are always the same people. Tobochnik expressed that the AAPT should begin planning for a large regional meeting that would bring different physics groups together. Holbrow suggested that maybe the AAPT should have a meeting with the APS Forum on Education. Other Board members commented that the concerns addressing meeting sites and dates should be considered now in planning for future meetings. (Meetings are scheduled through the next three years.) Carol Heimpel suggested that it was a possibility that we might be able to get out of our commitment to meet in Baltimore in the Winter 2008. (For related action, see these Minutes, Item 36.) One Board member noted that this discussion connected with other Board discussions concerning the role for a senior physicist in the national office and proposed cooperative activities with the APS Forum on Education.

Additional reactions from the Board concerning the other recommendations addressed meeting costs. Robertson reported that the AAPT loses about \$20 K on Summer meetings and about \$40 K on Winter meetings.

Nelson commended the Task Force for their work. He added that Board members would need some time to consider what had been suggested before responding.

12. Treasurer's Report. Robertson explained that his report would appear in later agenda items.

13. Secretary's Report.

- Monroe confirmed the results of the AAPT Fall 2004 elections. Harvey Leff was elected Vice President, John Roeder was elected At-Large Member representing the High School community, and M.B. Monroe was elected for her third and last term as AAPT Secretary. Terms for these positions will begin at the end of the January 2005 meeting.
- During its October 2004 meeting, the Board adopted the charge and timeline for the Five-Year Annual Review of *The Physics Teacher*. **Monroe recommended the following members to serve on this committee: Diane C. Riendeau, Deerfield High School; Marvin Nelson, Green River Community College, and Dwight (Ed) Neuenschwander (Chair), Southern Nazarene University. The motion passed unanimously.** The committee will present its report to the Board in January 2006.
- Monroe will present a petition to the AAPT Council January 10 from a group of AAPT members in Alaska requesting the establishment of an AAPT Alaska Section.
- Monroe distributed a list of 2005 committee assignments for the Executive Board members.
- Monroe advised that she would send each Board member two Conflict of Interest forms for 2005. She asked them to sign both copies and send her one copy for her files.

14. Report from the Past President.

- Holbrow reported that at the urging of Sina Kniseley, the Review Board had moved the deadline for reports from Area Committee from December to November 1. Consequently the reports were received early enough to allow time for study and to prepare responses by January. Holbrow urged the next Review Board to adopt this same deadline date and publish it in the Area Chairs' Handbook.
- The Awards Committee successfully identified recipients for the awards given during the Winter Meeting and these names were published in the Winter *Announcer*.
 1. Distinguished Service Citations: Patricia Allen, Appalachian State University; George Amann, Franklin D. Roosevelt H.S.; David Maloney, Indiana Univ./Purdue Univ. – Fort Wayne; Robert H. Romer, Amherst College
 2. Oersted Medal: Eugene D. Commins, Univ. of California
 3. Richtmyer Memorial Lecture Award: Carlos Bustamante, Univ. of California
- Holbrow advised the Board that his term as liaison to the Forum on Education would soon end, necessitating a new appointment.

15. Report from the Vice President. Heller had no report at this time.

16. Report from the President Elect. D. Peterson circulated a report of the Sigma Pi Sigma Congress, which he had attended as the AAPT representative. The meeting was held in October 2004 in conjunction with the southwest regional meetings of the AAPT, SPS and the APS. D. Peterson expressed that Gary White, SPS Director, and his staff had done a good job organizing the meeting and working with leaders of a variety of physics groups. He also said with White's help, he was able to briefly describe the vision/goals/activities of the AAPT prior to his introduction of Carl Wieman and his talk on Bose-Einstein condensates.

The theme of the Congress dealt broadly with "ethics and science". Therefore special presentations were made addressing ethics in research, publication, tenure, science policy, and student recruitment, gender and race. During its last session, the Congress passed ten resolutions addressing the theme of the conference. D. Peterson circulated copies of these ten resolutions to Board members.

17. Report from the President. Nelson had no special report to present.

18. PER Electronic Journal. During recent Board meetings, members have discussed the creation of an all electronic PER journal, to be published under the auspices of the APS publication, *Physical Review*. The APS Executive Board during their November 2004 meeting had approved publication of the new journal, with the understanding that the AAPT Board would consider joining the new venture as a co sponsor. (After consulting with AAPT officers, Tobochnik, and Chabay, Khoury had advised Blume that the AAPT would likely approve the co sponsorship plan.) The journal will be called *Physical Review Special Topics – Physics Education Research* (ST-PER) and will be

modeled after the *Physical Review Special Topics* addressing accelerators and beams, also an electronic publication. Bob Beichner will be the first editor. The journal will be available free of charge to all readers and institutions. The income for the PER journal would come solely from page charges levied on authors. The first ST-PER publication is planned for the Spring 2005.

Khoury reported that the Publications Committee during its discussion of the proposed journal earlier in the day had given its explicit recommendation for the Board to authorize AAPT's co sponsorship. In his report to the Board, (Board Packet, Item IIB), Khoury detailed the implications to AAPT as a co sponsor of ST-PER.

- The notice of AAPT's co sponsorship would appear on the masthead of the new journal,
- The AAPT would be asked to recommend members to the journal's editorial board,
- The AAPT would be asked to recommend members to a search committee for a new editor after Bob Beichner retires as the journal's editor,
- The AAPT would be involved in establishing a mechanism for dealing with appeals by aggrieved authors. However, Khoury explained that the AAPT would not be directly involved in the appeal policy but rather any appeals would be handled by the APS Editor-in -chief. He explained that it is the current practice of APS that all its Editors report to the APS Editor-in-Chief, unlike AAPT Editors who report to the AAPT Publications Committee and the Executive Board. The APS Editor-in-Chief plays the key role in all the editorial and management decisions regarding APS journals.

Khoury stressed that the AAPT's involvement with this all-electronic PER journal was consistent with AAPT's Planning Initiative to assist in the dissemination of the results of physics education research. PER dissemination has received significant discussion in almost every meeting of the Executive Board during recent years

Monroe, as Chair of the AAPT Publications Committee, presented the following motions from the committee:

- 1. The Executive Board of the AAPT approves the co sponsorship of Physical Review Special Topic – Physics Education Research**
- 2. The Executive Board of the AAPT approves the allocation of a maximum of \$15,000 per year to support page charges for authors for whom such page charges would prevent publication of their papers. In addition the Board asks Bob Beichner to work with the AAPT Executive Office to define a mechanism for considering and approving requests for such subsidy of page charges.**

In discussion of the motions, Tobochnik stated that the AAPT should have simultaneous approval of Editorial Board members. Khoury stated that the AAPT would have joint approval of these. **Nelson called a vote on the first motion; the motion passed unanimously.**

Holbrow explained that the discussion in Publications Committee had made two points regarding the second motion. The Committee members recommended that the \$15,000 be used for page charges by authors who are AAPT members. It is not that hard for prospective members to become members of the association. Holbrow explained that page charges would be about \$100-\$150 for an article and AAPT membership is about \$130. **Holbrow then moved as an amendment to the second motion that the \$15,000 support page charges for authors who are members of the AAPT. Heller seconded the motion.** In clarification of the proposed amendment, Khoury said that if there were an unused portion of the allotted \$15,000, the surplus could not be used for non-AAPT members if this amendment were passed. Nelson called for a vote on the amendment to the motion; **the amendment was accepted with 1 no vote recorded.**

Stone asked if the second motion should define a time period during which the AAPT would provide the financial support for page charges. Khoury said it was implicit that as long as the AAPT is a co sponsor, the association will provide the \$15,000. Robertson pointed out that if the Board passed this motion, the action could be rescinded at some future time. Leff asked if the motion should contain a provision regarding partial support. Khoury advised that this should not be the case; that the Board should leave this matter to negotiations between him and Marty Blume, the APS Editor-in-Chief.

The November 16, 2004 memorandum from Blume to the APS Council included in the AAPT Board packet, stated that there was not much risk financially for the APS and gave an estimated upper limit assumption of receipt of 70 articles per year for the PER journal. This number was described as one quarter of one percent of the 27,000 annual submissions to APS. Iona asked if the proposed 70 articles per year for ST-PER were a reasonable estimate. Chabay responded that no one knows.

Physical Review Special Topics – Accelerators and Beams, the APS model for ST-PER, costs the APS about \$2000 per article. The APS business plan for ST-PER projected author page charges as 500 pages at \$150 per page. \$30,000 from an NSF-funded grant to Beichner will provide support for start-up costs. APS will assume the additional \$15,900 needed for start-up costs. The APS plan lists the Ongoing Total Net after Allocated Costs as \$16,275. Khoury said he would try to persuade the APS to split the profits.

Question was called on the second motion as amended. The motion passed.

(Nelson adjourned Session II of the Executive Board and reconvened the Board on Wednesday, January 12.)

19. Budget for 2005. Robertson explained that some changes had been made to the 2005 Budget, first presented to the Board for its review during its October 2004 meeting. (See Board Packet, Item IIA.) The proposed 2005 budget reflects the AAPT goal to increase association membership by 1000 in 2005. The budget also reflects the increase in health benefits to AAPT employees authorized by the Board in 2004.

The FY-2004 November Year-to-Date report showed \$670,000 as net revenue to operating accounts. This report includes net income from the sale of the Dodge Building of about \$700 K, which is a combination of the income and expenses associated with the sale as well as rent income and expenses from the period preceding the sale. Hein explained that operating accounts for 2004 would most likely show a deficit of \$65,000, essentially a break-even situation, after adjustments had been made for the sale of the Dodge Building.

Tobochnik, referring to the proposed 2005 Budget, concluded that the AAPT would have another \$100 K deficit if the association does not increase its membership by 1000. Robertson concurred. Hein added that the AAPT was really in the black this year, unlike previous years. Nelson asked if the staff were planning to move funds from the operating fund into the long-term reserve. Khoury advised that Board members when considering the budget should not consider the long-term reserve since these funds are connected to the stock market. R. Peterson asked how members could look at cash flow without looking at the long-term reserve. Khoury responded that the proposed 2005 budget was not a cash flow budget and so the cash flow is not reflected.

Robertson moved that the Executive Board accept the 2005 Budget as presented. Tobochnik seconded the motion. The motion passed with one abstention.

20. Bauder Fund. Robertson reported that the Bauder Fund Committee had met and considered 13 proposals. Twelve proposals were approved for a total of \$11,000. He explained that three-fourths of the proposals reviewed were associated with the World Year of Physics. Robertson commented that the New Jersey Section continues to be very active. In its report to the committee, the section stated that they tried to have one meeting a month, which always had a make-and-take workshop. The Bauder Fund has a balance of about \$280 K.

Stone asked if there were Bauder funds still available to support WYP activities. Robertson explained that the committee had set two deadlines for such awards, December 1, 2004 and July 1, 2005. The committee will not consider the next set of requests until the Summer 2005 meeting. However if there are some urgent requests for support of WYP activities in the Spring 2005, the committee might be able to consider these electronically.

21. Venture Fund. Robertson reported that the Venture Fund has about \$50 K. The Cinema Classics DVD's were selling like hot cakes and the Fund would soon receive \$25 K from the sales. The earnings to the Fund are generated by the royalty stream. The DVD format is more compatible with the available media hardware in Europe than the previous format and so larger sales are anticipated there.

22. Membership and Benefits Committee. Iona reported that AAPT had been receiving requests from AAPT members and non members for information and resources addressing curriculum reform efforts in higher education, curriculum resources linked to standards, standards implementation as well as information concerning the increasing

number of physics majors. The AAPT does not provide products specifically addressing these areas. The committee encourages the Executive Board to initiate the development of such products to be disseminated through ComPADRE and possibly as print publications. Specific examples of the types of products requested include a document dealing with topics addressed in the New Faculty Workshop and the Introductory Calculus-Based Physics Workshops as well as a resource reporting what PER has to say about curriculum reform.

Iona explained that there are lots of smaller documents that could be developed for dissemination, thus responding to the requests from physics teachers. Iona clarified that the committee wanted teacher resources, not advertisements. Nelson asked if the products could be prioritized and then ask appropriate area committees to prepare such documents. Hein commented that most of the PowerPoint presentations for the calculus-Based Physics Workshop are available on the website. Val Evans added that the resource for new teachers needs to be completed by the high school community.

The Board accepted Monroe's voluntary offer to take the lead on this effort. She, in consultation with Val Evans and Sina Kniseley, will coordinate activities among the Membership and Benefits Committee, the Publications Committee and other AAPT staff to attempt to make such products available to teachers.

Other items discussed by Membership and Benefits addressed the possibility of offering monetary awards for standards implementation, provision for an outstanding section award, measuring the benefits of ComPADRE to members, and ways to establish the 1000 member increase as a goal of the AAPT (not merely a goal of the national office).

23. Report from Section Representatives.

Section Representatives select the Chair and Vice Chair of Section Representatives who, in addition to serving as leaders of the representatives, serve as members of the AAPT Executive Board. Iona reported that the election conducted by the Section Representatives during this Winter meeting had four excellent candidates for the Vice Chair position. Alan Gibson was elected Vice Chair and his term will begin immediately upon the conclusion of the Albuquerque meeting. At the same time, R. Peterson will assume the Chair's position, replacing Iona who has completed his term as Chair.

During the meeting of the AAPT Council comprised of members of the Executive Board and Section Representatives, the petition from Alaska requesting its recognition as an AAPT Section was approved. Iona explained that the AAPT supports about 90-95% of the travel for Section Representatives. \$20,000 is budgeted for Section Representatives. This amount is divided among the requests from the Section Representatives. Some representatives receive travel support from home institutions or other sources and therefore do not submit reimbursement requests. However with the addition of new sections, the money allocated to the Representatives is stretched more thinly. **Therefore Iona moved that beginning with the January 2006 AAPT meeting, the budgetary allocation that supports Section Representatives to attend Annual Meetings be increased proportionally to reflect the addition of new sections. Holbrow seconded**

the motion. Iona explained that an increase associated with the addition of Alaska would be about \$500.

Robertson asked how long it had been since the travel money budgeted for Section Representatives was increased. Iona said he would review this history and make a report to the Board in April. Khoury asked how many representatives receive travel support from the AAPT. Iona replied that about 35 out of 46, but stated that not all the requests were for full travel support.

Khoury stated that in recent months members had suggested that the AAPT should review its travel support policy for area chairs. He suggested that the Board might want to look at these two items as one integrated whole. Iona advised that such a consideration might be more appropriate during the April Board meeting following the report of financial support to Section Reps. Nelson called for a vote on the motion. **The motion passed unanimously.**

Iona reported that Section Representatives requested that the Board review the AAPT statement on evolution and prepare a revision in light of recent activities within some states. The existing statement can be found on the AAPT's website. Monroe, at Iona's request, circulated copies of the statement to members of Council earlier in the week.

Iona reminded the Board that the Audit Committee would meet on Friday, April 22, immediately preceding the April 23-24 meeting of the Executive Board in College Park. (D. Peterson reminded the Board that its Fall meeting was scheduled for October 29-30.)

24. Publications Committee.

- TPT Editorial Board. **Monroe moved that the Board accept the following recommendations for appointments to the TPT Editorial Board: David Kagan, California State University; Terri McMurray, Winston/Salem/Forsyth City Schools, and Greg Puskar, West Virginia University for a second term. The three-year terms will begin at the close of the 2005 Winter Meeting. The motion passed.**
- AAPT Book Editor. During its Summer 2004 meeting the Publications Committee asked Khoury and Sina Kniseley to prepare a job description for a Book Editor for its consideration in January. During the January 2005 meeting of Pubs, the members reviewed the submitted job description. **Monroe, on behalf of the Publications Committee, moved that the Board create the position of Book Editor and adopt the position description prepared by Khoury and Kniseley and revised by members of Pubs.** Following a slight revision to the presented job description, **the Board passed the motion.** The approved job description appears below.

Position Description: Title, Book Editor

The AAPT Book Editor will oversee the review, evaluation, and perhaps the solicitation of manuscripts for publication as books by the association. The Book Editor must orchestrate

reviews, act as an intermediary between reviewers and authors, and manage the task of handling inquiries about potential manuscripts.

Specific responsibilities include:

1. The selection of an Editorial Board for approval by the Publications Committee and subsequent approval by the Executive Board. This Board shall be charged with helping the Editor set strategic objectives for AAPT book publications and with performing oversight to ensure that those objectives are met.
2. The creation and maintenance of submission guidelines for potential authors.
3. The creation of rubrics to judge the quality and marketability of the books submitted for review. A goal of the AAPT book publications program shall be to become a source of non-dues revenue for the association and so market potential must be evaluated at the same time as the quality. If a book is of high quality, but has marginal market potential, it will not be published. If a book is deemed suitable to be published by AAPT, the Editor shall work with the AAPT staff to set a production and publication schedule.
4. Overseeing the selection of non-AAPT books to be marketed by the Association.

The Book Editor shall be a member of, and report to, the AAPT Publications Committee. The Book Editor shall be appointed for a three-year term. AAPT publications are reviewed every five years. The Book Editor shall receive an honorarium of \$2,500 per year plus travel expenses to attend the two AAPT national meetings. The amount of the honorarium shall be reviewed periodically to determine if adjustments are needed.

The Board asked Monroe to prepare a list of candidates for the Search Committee for the Book Editor and submit the list as an electronic motion to the Board prior to its April meeting.

- Monroe reported that the Publications Committee supported Tobochnik's decision to put photos on the covers of the AJP. The AJP Editor did not anticipate a need for budgetary changes.
- The Publications Committee reaffirmed its endorsement of AAPT's support for the *Physical Review* ST-PER electronic journal.

(Also see these Minutes, Items 9 and 18, for reports from Pubs regarding the PASCO request and the PER journal.)

25. Lotze Scholarship Committee. Ruth Chabay moved that the Board authorize the following awards on recommendation from the Lotze Scholarship Committee:

- **The Lotze Scholarship to Rebecca Wenning, Illinois State University, Normal, Illinois;**
- **Honorable Mentions to Andrea Vermeer, Seattle Pacific University in Washington state; Taryn Arslyn, Seattle Pacific University; and Paul Stonaha, Alfred University in New York. (Recipients of Honorable Mentions will receive student AAPT memberships for one year.)**

The motion passed unanimously.

Hein expressed an interest in determining the impact of these scholarships on previous recipients. He said that the research could be done within the AAPT office.

26. Awards Committee. Holbrow reported that the committee met and identified candidates for the Pre College Teaching Excellence Award, the Klopsteg Award and the Millikan Award. Two of the three candidates had accepted the nominations. The committee still needs to confirm other award recipients for the Summer 2005.

Holbrow expressed that the committee members would like to see previous award winners recognized as the AAPT reviews its history at its 75th anniversary celebration planned for the meeting at Anchorage in January 2006. He asked about the mechanism to feed these ideas. Khoury responded that there was a staff committee, but as yet no other structure existed. Holbrow advised that planning should begin now for the Anchorage meeting.

27. AAPT Prizes. During its October Meeting, the Board asked Heller to prepare a plan that would help to improve the publicity of AAPT competitions and their prizes. Heller reported that he had not developed such a plan to date but stated that the AAPT needs to make it a big deal when the association gives prizes. He added that he hoped the publicity for AAPT award recipients could be extended to involve congressional members. Maria Elena Khoury commented that it was a good idea but that it was hard to get anything on the Hill. Stith contributed that such publicity would require the development of a long-term strategy and the designation of someone to think about AAPT's publicity all the time.

28. SPIN-UP/TYC. Monroe, Co PI, reported that the TYC project report of its ten site visits conducted during 2002-2003 would be ready for publication within the next few months. In addition the project conducted three site visits to two-year colleges during the Fall 2004; one being a Historically Black Institution and the other two having very strong technical programs. Tom O'Kuma and Warren Hein are the other PIs for this project.

29. Homer L. Dodge Fund. The Board authorized the designation of \$250 K from the sale of the Dodge Building to create the Homer L. Dodge Fund. The intent of the Fund is to sustain the association's recognition of its founding president and the financial donation made by the Dodge family at the time the building was purchased. However, no decision has been made regarding the specific purposes for the fund. In his report to the Board (Board Packet, Item III-I), Khoury listed some possibilities. However, he recommended a delay in this discussion by the Board until he had heard from the Dodge family regarding their reaction to the creation of the special fund. Holbrow expressed concern that the AAPT might find itself trapped by placing restrictions on how the association uses the money.

30. NSTA Strand Day. Hein reported that the AAPT Strand Day at the NSTA regional meeting in Virginia was very successful. Approximately 100-120 people attended the special sessions. He recommended that a Strand Day be planned for the NSTA meeting scheduled for next Fall in the Chicago area. Hein advised that the sooner the AAPT can

distribute the information about the AAPT activities, the more participants the sessions will attract. For the Virginia meeting, the AAPT staff mailed post cards to the names on the NSTA registration list and about half of the Strand Day participants reported getting the cards. Hein reported that the staff have developed a pretty nice template for these meetings. Local resource people will be available for the Chicago meeting. He added that Karen Jo Matsler was arranging PTRAs workshops for this meeting, independent of the AAPT events.

31. PSRC Review. Monroe reported that the PSRC Review Committee continued to experience delays due to technical problems associated with its electronic surveys. Hopefully the report will be completed by the time of the Summer 2005 meeting.

32. World Year of Physics Activities. Stone stated that the WYP booth had received a lot of traffic during the Albuquerque meeting. The AAPT distributed all of its WYP logo pins. About 1000 people have applied online as judges and participants for the Physics Talent Search. Stone expressed difficulty in getting WYP involvement from private schools. According to Stone, the WYP cracker barrel in Albuquerque was very successful.

Hein added that he had served as a judge for the Gravity competition conducted by SPS and worked with APS Physics on the Road.

33. Executive Session II. Nelson called the Board into Executive Session II. The incoming Board members were asked to attend.

34. Executive Session I. At the close of Executive Session II, Nelson called the Board into Executive Session I (with B. Khoury). Subsequently the Board was convened in Open Session.

35. AAPT Planning Initiatives. Earlier in the week Nelson had asked Board members to individually rank the seven AAPT Planning Initiatives as to priority for the association. Nelson gave the results of this ranking as follows: (from highest to lowest priority)

- Relationships with Professional Societies
- Physics Content in AAPT Meetings
- Physics for All
- Physics (Science) Standards
- Teacher Preparation
- Cross Over Teachers
- PER Dissemination

Physics for All, Science Standards, Teacher Preparation, and Cross Over Teachers were very close in ranking scores. Nelson explained that very important strides have been made with regard to PER dissemination, such as the addition of the PER Section to the AJP and the publication of ST-PER. Although PER dissemination will remain a high priority for AAPT, the Board felt that more attention should now be made to the other initiatives.

36. Baltimore Meeting. Heller moved that the AAPT attempt to get out of its obligation to meet in Baltimore, Maryland in January 2008. Robertson seconded the motion. The rationale for the motion was to provide the Board with opportunity to explore its options concerning future meetings. **The motion passed with two abstentions.** D. Peterson explained that a change in the meeting site would need to be worked out with Council. The Board asked Khoury to also report what penalty the AAPT would incur if the meeting were not held in Baltimore.

37. Area Committee Reports.

- High School Committee. Debbie Rice reported that the high school committee requested that the Board authorize two changes to the Innovative Grants: (1) recipients must be AAPT members and (2) the stipend be increased from \$100 to \$200. Nelson directed that discussion of this matter be tabled to the April meeting. Roeder, as the new high school representative to the Board, will email Monroe an electronic version of this request.
- International Committee.
 1. Robertson stated that 12 physicists and AAPT members will be attending the Nordic meeting in Iceland. **At the urging of the International Committee Robertson moved that the AAPT Executive Board give its endorsement to these physicists.** The endorsement does not obligate the AAPT to provide monetary support. **Monroe seconded the motion. The motion passed.**
 2. In a written request prepared by Kandiah Manivannan, Chair, the committee asked that **“the AAPT take an active role in alleviating the problems, especially those related to education, created by the tsunami destruction and tragedy in the Indian Ocean. Such activities might include, but not limited to,**
 - **Providing long-term educational assistance to the affected nations/regions;**
 - **Initiating a Goodwill Ambassador program which allows AAPT members and other U.S. educators visiting the affected nations to assist local teachers and college faculty to “rebuild” their educational programs;**
 - **Publishing a series of (or a single major) articles in AAPT journals to promote public awareness of the basic science of tsunami and tsunami-related dangers;**
 - **Establishing scholarship funds to be locally given to school/college (university) teachers and college (university) faculty;**
 - **Creating a “tsunami relief” fund to be used for education and outreach activities in the affected regions.”**

The motion was made and seconded that the Board encourage these activities. Robertson explained that some of these activities might qualify for AAPT funding and asked Khoury to convey this information to the appropriate people. Hein pointed out that shipping of instructional materials would incur expenses. However, no request for money was made at this time. **The motion passed.**

- **RIPE Committee.** The RIPE Committee did not submit a written request to the Board asking for AAPT support of a PER conference to be held in Maine in August 2005. (See these Minutes, Item 8.) Nelson therefore directed that no action would be taken on this matter at this time.
- **TYC Committee.** Stone distributed a proposal from the two-year college committee asking for financial support for a small task force to visit the NSF. The task force plans to provide opportunities to visit with and advise potential grant writers within the TYC community during AAPT national meetings and to develop a tutorial on grant writing for the AAPT Summer meeting in Salt Lake City. After briefly reviewing the submitted proposal, Board members asked for more information regarding what the requested money would be spent for and a timeframe for described activities. Nelson asked Stone to work with the committee to prepare a more detailed proposal and send it to Monroe. The Board will consider the new proposal electronically before its April meeting.

Due to the time constraints of the Board meeting, Nelson tabled all remaining area committee reports to the April meeting. He asked that requests needing attention prior to this time be submitted to the Board electronically.

38. Melba Phillips. A special session in memorial to Melba Phillips will be planned for the AAPT meeting in Salt Lake City.

39. Adjournment. Nelson thanked the Board members and adjourned the meeting.

Mary Beth Monroe, AAPT Secretary