AAPT Executive Board Meeting April 24-26, 2009 College Park, MD

Friday, April 24, 2009 American Center for Physics – Conference Room 5:15-7:00 PM

Members Present: Lila Adair, Past President; David Cook, President-Elect; Alex Dickison, President; Paul Zitzewitz, Treasurer; Mary Mogge, Chair of Section Representatives; Marina Milner-Bolotin, Vice Chair of Section Representatives; Elizabeth Chesick, At-Large Member; Marie Plumb, At-Large Member; Gordon Ramsey, At-Large Member; Jan Tobochnik, Editor, *American Journal of Physics* (AJP); Karl Mamola, Editor, *The Physics Teacher* (TPT)); Warren Hein, Executive Officer

Guests: Jack Hehn; Michael Brosnan, CFO; Shirley Hyde, Rob Boisseau, AIP Media and Government Relations, Philip Hammer

1. Welcome and Call to Order/Dickison

President Dickison welcomed the group together after a series of meetings in the building including the Board Orientation, Audit Committee, and Committee on Governance Structure (COGS).

2. Approval of Agenda/ Dickison

The agenda was approved with some rearrangement.

3. President's Report / Dickison

Dickison reported on his committee appointments

- Lotze Committee: Patricia Allen agreed to continue serving as Chair.
- Historian: Howard Voss agreed to continue to serve.
- Audit Committee: John Hubisz as former Past President.
- Committee on SI Units and Metric Education: Gordon J. Aubrecht, II, Chair; Robert A. Nelson; Bartley L. Cardon; James F. Sullivan (same committee as last year)
- Investment Advisory Committee: Mary Mogge, Deborah Rice, Charles Robertson
- Meeting Committee: Sherry L. Savdra (11) (Section Rep.), J.D. Garcia (12) (Area Chair) He also reported on other activities including the following:
 - Development of the AEO Policy and Selection of Philip Hammer as AEO.
 - AIP Officer's Exchange and Governing Board addressing issues of fundraising and publishing

3. President-Elect's Report / Cook

Cook reported on feedback he received about the Chicago Meeting. Overall the reaction was accepting toward changes in the starting/ending times and special events (*e.g.*, Al Gore presentation requiring changes in the schedule).

Regarding the Ann Arbor Meeting:

Because the Winter Meeting was so late, much of the summer meeting was finalized in Chicago.

- Poster authors will be asked to make presentations in the evening.
- We will offer: 87 sessions (15 contributed sessions, 8 cracker barrels, 17 invited sessions, 25 invited/contributed sessions, 1 invited/poster session, 5 other events, 7 panels, 6 plenaries, 3 poster sessions). This tally includes four events organized by the Detroit Metropolitan Area Physics Teachers. Scheduling of 35 workshops, 2 tutorials, and 1 field trip (to the cyclotron at Michigan State).
- There will be an Advanced Lab Workshop offered prior to the meeting and PERC following the meting.

Cook has followed up on authors who had violated the AAPT Policy on meeting presentations:

- Each presenter may give a maximum of one invited or one oral contributed talk. All other papers need to be presented in poster format.
- A speaker may give only one invited talk per year unless granted an exemption by a majority vote of the Program Committee (adopted by the Executive Board, January 1999).

Cook also described documentation and changes in web forms that he developed to streamline meeting planning.

Cook then raised a collection of issues that would help with meeting planning:

- The increasing number of invited presentations by non-AAPT members (54/139 for Ann Arbor). This represents a decrease in revenue for AAPT.
- Incentives for high-school teachers from Michigan, Ohio, Indiana, and Ontario to attend the Ann Arbor meeting.
- A policy regarding automatic cancellation of workshops and tutorials that draw low attendance.
- Increasing the number of events at AAPT national meetings that focus on the substance of what we teach, especially at the intermediate and advanced levels.

4. Vice President's Report / Sokoloff

Sokoloff discussed planning for the Winter Meeting in Washington DC. He again mentioned the inconsistencies in submitted paperwork regarding joint sponsorship of sessions and by session organizers.

One additional issue that came up is that there is no mechanism to automatically generate a master spreadsheet with all of the session/workshop submissions. Doing this by hand wastes considerable time, and introduces new errors. He will work with David Cook and the AAPT staff on ways to correct this situation

The joint session with APS, NSHP, and NSBP will likely be at 4 PM on Saturday necessitating some changes in the ending times for workshops.

APS Teacher Day will be on Friday, February 12. We need to decide how we will contribute to the activities for teachers that day, and to consider incentives to attract those teachers to our sessions, especially the Saturday and Sunday workshops.

Sokoloff indicated that he is considering alternatives to bringing people to ACP for a paper sort. He suggested for WM2010 and SM2010 to have the Program Chair do the sort of abstracts with input from a RIPE representative. He would then seek input from consultants on call for any difficult choices regarding sorting papers. Finally, he would work with the Programs and Conferences Department to put together the meeting.

5. Past President's Report/Adair

Awards for the Winter Meeting have been finalized:

- Robert A. Millikan Medal Arthur Eisenkraft, Distinguished Professor of Science Education and Director of the Center of Science and Math in Context (COSMIC), University of Massachusetts, Boston
- Klopsteg Memorial Award Lee Smolin, founding physicist and senior faculty at Perimeter Institute in Waterloo, Canada
- Excellence in Undergraduate Physics Teaching Award Mario Belloni, Associate Professor of Physics, Davidson College
- Excellence in Pre-College Physics Teaching Award Deborah Roudebush, physics teacher, Oakton High School, Herndon, VA
- Distinguished Service Citations:
 - o Alan Gibson, Adams High School, Rochester Hills, MI, retired
 - o David Maiullo, Rutgers University
 - o Bruce Mason, University of Oklahoma
 - o Mary Winn, Tampa High School, Tampa, FL, retired
 - o Mel Steinberg, Smith College, retired, (deceased)

COGS

The Associate Membership category document was finalized and will be implemented by the Executive Office.

GRC

Adair challenged the Committee on Governance Structure to complete their work on the revision of the Officer Handbook.

The goal dates for completion of steps in the revision process are:

- Officer Handbook-Part I May 1-July 31, 2009
- Officer Handbook-Part II August 1-October 31, 2009
- Appendices November 1-January 31, 2010

It is hoped that a final draft will be available in Washington in February 2010.

6. Treasurer's Report / Zitzewitz

Zitzewitz commented that the market was down, so as of April 15, the value of the short-term and long-term reserves is \$3.10 M. (By comparison we had \$5.89 M on December 31, 2007 and \$3.28 M on December 31, 2008.)

He described the allocation of the reserves: Domestic Equity 51.75%; International Equity 10.49%; Fixed Income 29.35%; Cash and equivalents 8.41%.

7. Discussion with Rob Boisseau, AIP Media and Government Relations

Boisseau described his work at AIP and with its Members Societies regarding a legislative agenda. A list of potential legislative priorities has been developed:

Legislative Priorities for Discussion

- Establish an Office of STEM Education at the Department of Education (ED)
- Amend the NAEP Authorization Act
- Include Science as a mandatory measure of Actual Yearly Progress (AYP)
- Establish federally funded transfer student testing
- Establish voluntary national standards
- Increase Pell grant
- Amend use of Title II professional development money
- Create STEM teacher tax credit
- Establish Gender bias workshops

Rationale for some of these Priorities:

While AAPT and AIP have more contacts at NSF, the ED has more available funds (\$59.2B vs. \$6.85B); however, there is no central figure to organize, review, and hold them accountable for their efficacy. By establishing an Office of Science, Technology, Engineering, and Mathematics Education at ED with an Assistant Secretary of STEM Education, there could be better coordination of the STEM programs: Math and Science Partnerships, Math Now, Teachers for a Competitive Tomorrow, Minority Science and Engineering Improvement. STEM components of National Science and Mathematics Retain Talent grants, the Teacher Education Assistance for College and Higher Education grants, and Academic Competitiveness grant should also be administered through this office. The Assistant Secretary should participate in the Education Subcommittee of the Science committee in the National Science Technology Council.

Boisseau outlined a potential problem related to this proposal: There is no reliable measure of student performance on science tests across state lines without a uniform assessment. This could be addressed by the NAEP science assessment that is administered every other year. Related to this is the suggestion to amend Title I of NCLB to include science as a mandatory measure. This requirement should be linked with a requirement that students may transfer schools with full federal funding if students in the school being entered take the same state assessments as students in the school being transferred from. To assure this, we would need a national program that will offer voluntary science and math standards.

The increasing cost of a college education discourages many individuals from seeking higher education. One way to address this is to increase by \$500/year for two years the maximum Pell grant award.

There are few requirements placed on NCLB funds given to local school districts. As a result, physics and physics teaching may not be receiving assistance. The intent of the priority is that specific groups should be targeted including novice teachers (less than 5 years) and science teachers.

To address a problem of teacher pay incentives, there is a suggestion that highly qualified mathematics and science teachers receive a yearly \$1000 tax credit for the duration of their service in that subject.

Finally, Boisseau suggested that AAPT adopt the recommendations from the National Academies' report, "Beyond Bias and Barriers," that apply to gender discrimination and that we support anti-gender bias workshops and enforcing existing federal anti-discrimination laws.

Boisseau challenged the Executive Board to identify several goals that they believe should become legislative priorities. After some discussion about expanding the list to include priorities beyond K-12, the Board requested that Hein and Hammer work with Boisseau to establish AAPT suggested legislative priorities.

AAPT Executive Board Meeting Saturday April 25, 2009 American Center for Physics – Conference Room B

Present: Steve Iona, Secretary joined the group.

Guests: Shirley Hyde, Michael Brosnan, Valerie Evans, Jack Hehn, Erwin Campbell, Marilyn Gardner, Philip Hammer, Tiffany Hayes, Cerena Cantrell, Karen Johnston, John Layman

1. Call to Order / Dickison

Dickson welcomed the group and recognized the guests. He also thanked Cook and Sokoloff for providing written motions that will be addressed later in the meeting.

During the meeting, Dickison repeatedly acknowledged the dedication and quality of the AAPT staff.

2. Approval of February 2009 Minutes February/ Iona

The minutes from February 2009 were approved pending the correction of several stylistic marking. Cook made the motion, Ramsey seconded the motion and it was approved unanimously.

3. Secretary's Report / Iona

Iona thanked the Board for their understanding of his absence on Friday. He explained that he was part of a program through Pearson Publishing to develop content frameworks and test items for a national examination that could be used for physics teacher certification.

He commented that this event indicates that the concern about standards still exists and may become a national issue. Tobochnik wondered if AAPT should be playing a larger role in the standards arena. Dickison cautioned that we do not want to endorse a particular set of standards particularly one that is developed by a commercial entity.

To assure appropriate oversight by the Board:

Adair moved: That the Executive Board approves Richard Peterson as an AAPT Visiting

Scientist from July-December 2009. He will continue his work with the Advanced Lab Topical Conference and the Meetings Committee. Developing an AAPT statement on Undergraduate Research and expanding membership in undergraduate community may also be areas of effort by Peterson. Budgeted amounts include periodic visits to ACP. Ramsey seconded the motion, it passed unanimously

Ramsey and Plumb both expressed interest in being part of the discussion regarding undergraduate research and expanding membership.

4. Section Officers' Report / Mogge, Milner-Bolotin

Mogge commented on the improved Section Website that now helps identify who gets what information from the Sections. This should help facilitate communication to/from the National Office.

5. Report from AIP/Jack Hehn

Hehn distributed the Statement from SPS regarding Undergraduate Research. The statement was written by students and complements one developed by APS.

He then reminded the Board that approximately 130 SPS members have joined AAPT, and their survey shows that they are pleased with their membership benefits (3000 SPS members join societies, approximately half join APS). Students typically stay for 3+ years. Many convert their membership to Full Membership.

Hehn announced that AIP has two new vice presidents: Cathy O'Riordan, Physics Resources and John Haynes Publications.

Adair wanted to publicly thank Hehn and AIP for their support, interest in AAPT, and collegiality.

6. Executive Officer Report/Hein

The 2008 audit by McGladrey & Pullen, has gone very smoothly thanks to the efforts of Michael Brosnan and the staff of the Finance Department. We expect that the audit process including tax filing will be completed before the end of May. The Audit Committee has met with Tom Sneeringer from TIAA-CREF.

Hein updated the Board regarding the booklet *Role, Qualifications and Education of High School Physics Teachers* that was developed by a subcommittee of the High School Committee and submitted to the Publications Committee after being reviewed by the High School, RIPE, and Teacher Preparation Committees. It has been reviewed by the Book Editor and has been sent back to the development committee for final revisions.

He reminded the Board that there are actions that have <u>not</u> been completed:

- The *Bernard Khoury, Physics for All Award*. The Awards Committee has been asked to develop an explicit set of criteria for this award, and the Executive Officer is charged to start a fundraising campaign to support the award.
- A prospectus regarding the Teaching Assistant Forum. The prospectus should be sent to

- NSF for review and possible funding. (It was not clear from the minutes whether or not this motion was approved.)
- Long Term Reserve: Accounts for future health benefits for retirees and one for lifetime memberships. The funds to populate these accounts will be transferred from non-designated funds and determined actuarially.
- \$25,000 for the Philanthropy Committee to distribute.

He reported that:

- He has completed the negotiations with Appalachian State and Kalamazoo College regarding the Editors and editorial Offices for TPT and AJP.
- He and Bruce Mason had submitted the NSDL Pathways II grant to NSF.
- He had posted the AAPT Diversity Statement.

As part of the discussion of the institutional subscription rates,

- Plumb commented that there are few institutional subscriptions from TYC because they are often one-person departments and often the teacher shares the publications with students rather than going through a library. Hein commented that AIP does not usually service TYC, so this could be an emerging market.
- Hein also commented that more libraries are not interested in paper copies of journals.
 While individuals may also wish access without paper copies, AAPT does not offer this as an option to domestic members.
- Tobochnik noted that the consortium income stream for journals is increasing.
- Iona commented that AAPT has over 1500 institutional subscriptions, so the 13% increase will result in additional revenue.
- Cook commented that because our subscription rates are so low, that few libraries discontinue the AAPT journals because the savings is so small.

Dickison moved that, **The AAPT Executive Board approves the following proposed institutional subscription rates for 2010.** The Board approved the new rate structure

| Journal | 2008 Rate | 2009 Rate | Proposed 2010 | |
|-------------------------------|-----------|-----------|---------------|-----------|
| Non-Member AJP w/Electronic | \$575 | \$644 | \$728 | 13% |
| AJP | | | | |
| 2 Yr College- Non- Member AJP | N/A | N/A | \$546 | 25% off |
| w/Electronic AJP | | | | proposed |
| | | | | 2010 Rate |
| Non-Member TPT w/ | \$365 | \$409 | \$462 | 13% |
| Electronic TPT | | | | |
| 2 Yr College- Non- | N/A | N/A | \$347 | 25% off |
| Member TPT w/Electronic TPT | | | | proposed |
| | | | | 2010 Rate |

7. Grants Update, and Development Report/Hein

Hein commented that while development revenue is less than during the first quarter of 2008, there are more individual donors in 2009 than in 2008. He added that perhaps fundraising would

be put under the new AEO responsibilities.

Other development activities include appealing for funds to endow the Phillips Award. Since AIP is providing less support for the IPhO, AAPT will be doing more fund raising for that program. Likewise, some effort is being made to encourage sponsors for events at the Summer Meeting and to increase advertising by local businesses in the Meeting Program. Tobochnik encouraged the use of links for contributions.

Milner-Bolotin cautioned about trying to appeal to international members to support the USA Physics Olympiad Team.

Hein reported that the University of Maryland would provide an Institutional Review Board for many NSF grants from the ACP.

He indicated that NSF will fund both grants for the PER User Guide and the Advanced Lab Topical Conference.

Plumb made the following motion. Tobochnik seconded the motion and it passed unanimously. Motion: The AAPT Executive Board approves the submission to NSF of the Enhancing STEM Student Learning Through Faculty Development Workshops for Two-Year College Physics Faculty grant.

Dickison reminded the Board that when the EORC visited NSF, they heard significant interest for proposals from the TYC community. Hehn also commented that AAPT is the only Member Society that shows much interest in the TYC.

8. Finance and Budget Report/ Brosnan

Brosnan pointed out that the end of first quarter 2009 looks much like the end of first quarter 2008; expenses exceed income by about \$50,000 (before investment losses). Both income and expenses are less than 2008. The goal is still to keep the deficit to less than \$200k. The investment income losses are about \$300k for first quarter and about \$2 million over the year.

\$200k has been transferred into STR to cover potential cash flow challenges.

Accounts receivable are current except for about \$50k in the 30-60 day list. We have not taken the traditional 4% LTR transfer into the operating budget in an effort to better control spending. Likewise we are reconciling accounts and requesting payment from NSF more often.

There was some concern that there are still bills from the joint meeting with AAAS that are for unknown amounts. Hayes commented that this is a result of the "step-child-like" relationship we had with AAAS. The current interaction with APS seems to be much better and AAPT will sign their own contracts with hotels and facilities to better control costs.

9. Membership and Marketing Report/ Evans

Total membership is 9747, the lowest in two years. The data is also more accurate than in the

past since lapsed members are not carried for more than 30 days. There is more effort by the Department to focus on membership revenue rather than the number of members. This will allow better-targeted campaigns: international, lapsed, non-member users. There is an existing effort to expand student membership.

The change in dues structure for 2009 resulted in an \$180k loss of revenue. The majority of this loss was in International and High School membership revenue. The number of members in each of these categories remained relatively constant, but because the dues were less, the revenue was less. Hein noted that there was very little marketing of the membership structure changes done during 2008, so the Board's expectation of stable income was not realized. Likewise, there was a long delay in posting the new membership rate information on the web.

The revenue graph shows a constant negative slope from February 2008. With the new dues structure, the Association should see increasing revenue.

10. Communications Report / Gardner

2009 Communications Department Goals

- Empower members and staff with the best possible tools and training to access the knowledge they need when they need it.
- Increase productivity and staff morale through automation, professional development, and job empowerment.
- Improve member and public awareness of AAPT programs and products.
- Support physics education and physics teachers through recognition of individual achievements, promotion of programs, and accessibility to physics resources.

Gardner reported on the many improvements in the website, and the department's attempt to keep up with changing technology including evolving standards for print, web, and mobile communications. There will be training for the Section Representatives and Area Chairs to use the Communities Module. This training might be via a Webinar.

AAPT has a presence on Facebook and Twitter. We are also able to use DimDim for teleconferencing.

Joint projects with APS and AIP will be posted in "neutral territory" places on the web under the URL of partnersinphysics.org/com/net. These will include our joint efforts with the NFW, diversity, and the doubling initiative.

Internally, the Department is working to improve documentation of software regarding the database fields used to describe members in the iMIS database.

11. Technology Report / Campbell

Campbell reported on several challenges for the Department this year including:

- Multiple Delivery Standards Facebook, twitter, e-commerce, mobile
- Infrastructure training, bandwidth, reliability
- Redundancy in Servers

He also commented on the improvements available because of the upgrades using ISG-Web. These included:

- Real-time e-commerce order placement and payment requests
- Support for Section emailing lists
- Meetings and events set-up and registration
- Real time dues renewal online
- Donations
- Communities
- Products catalog

12. Meetings Overview

Ann Arbor Update / Cook, Hayes, Cantrell

Cook offered his thanks to the:

- Meetings staff for their support and speed in responding to his requests.
- University of Michigan for their support regarding facilities, participation in the paper sort, and providing virtual web tours.

Cook commented that the AAPT staff seems to have a good estimate of costs, so the meeting will likely be within budget. He reminded the Board that PERC, Advanced Lab, and TYC-NFW will all be within the meeting.

DC Update / Sokoloff, Hayes, Cantrell

Sokoloff and Hayes are anticipating better relationship with APS than with AAAS and AAS. AAPT has its own contracts and so can speak to hotels directly. We will be staying at the Marriot Wardman Park (\$200/night).

Portland Update / Sokoloff, Hayes, Cantrell

The Meeting will be held at the Hilton. The PSU dorms will also available.

13. Meetings Committee Report / D. Peterson, Hein

Hein reported that a survey of WM attendees yielded approximately 200 respondents.

14. Strategic Planning Discussion Karen Johnston

Karen Johnston worked with the Board to revisit the 13 Priorities Document as well as other planning documents to establish goals, objectives, timelines, and a monitoring process.

The Board worked through a series of exercises that were summarized by Johnston.

Sunday, April 26, 2009 American Center for Physics – Conference Room B

Guests: Shirley Hyde, Jack Hehn

15. Welcome & Recap / Dickison

Dickison thanked the journal editors for their contributions and acknowledged that their host institutions also provide great benefits for AAPT.

Dickison pointed out that we have the job of putting K. Johnston work into practice. The EORC suggested that we develop a set of priorities since in the past, we were not specific what we wanted the EO/AEO to do; we had no benchmarks: Adair began the process by requesting thoughts from the Board. Hein wanted a collaborative effort regarding the development of strategies. He encouraged K. Johnston to work with the Board to develop a strategic plan. He acknowledged that the task can seem overwhelming. The Board will be having regular conference calls/DimDim events to help develop more concrete benchmarks by November/December 2009. This is a process and will require diligence. Progress should be evident by the Summer Meeting.

Additional comments to Karen Johnston can be made to her at kjohnston@mindspring.com.

Hein reported that there will be a new list serve for the Executive Board: Execboard@mail.aapt.org (The EO, AEO, and Hyde are also part of the list)

Government Relations Request for Legislative Agenda

Following some discussion about the possible urgency of developing a Legislative Agenda and the need to utilize the Area Committees more effectively, Hein/Hammer will develop a draft that will likely include issues dealing with professional development for HS, TYC, 4YC. As an example: Expanding the role of TYC (e.g., expanding the definitions within ATE to include TYC, expanding allocation of scholarships to TYC).

It was pointed out that the issues should relate to our Priorities.

Hehn reiterated that AAPT is the best group to comment on physics education issues and we are the only voice of the TYC. He pointed out that some Member Societies do not believe that they should be involved in Media and Government Relations (MGR), and that AIP can only become involved if a Member Society steps forward to champion an issue.

Sokoloff will work with APS to facilitate possible visits to congressional offices during the DC Meeting.

16. Committee on Governance Structure and Governance Review Committee/ Adair Adair reported that the Committee was originally charged to work with the report from the AC/SR Retreat. They started by developing the Associate Membership level that is in a pilot phase now and will be fully implemented by August 2009.

As part of that program, they wanted to offer limited access to journal articles. After working with AIP, it appears that the development of an Article Pack program will be the best way to

accomplish this. The Article Pack will allow Associate Members to download up to 42 articles/year. Therefore, the Committee on Governance Structure offers the following Motion:

Motion: AAPT move forward with the creation of Article Packs for Associate Members and that the Board approves an addition to the budget of \$7,110 to cover the cost of this benefit to Associate Members in 2009.

The motion passed unanimously.

This includes a \$4500 one-time set-up fee and a \$375/month fee.

This motion implies that we will no longer offer free articles on the web. It also implies that if we do not get 200 Associate Members by the end of the trial period that we will end the program because it is not economically viable.

Zitzewitz reminded the Board that we planned not to approve additional expenditures outside the budget. He pointed out that we have rationalized this, but what do we intend to get out of it?

Dickison indicated that he would charge COGS to continue to study the ramifications of a regional governance structures for AAPT.

Electronic Motion May 2009

The AAPT Executive Board approves a change in the increase to institutional subscription rates for 2010. The increase will be 6% rather than 13%. The Board approved the new rate structure.