



**APS Forum on Education Executive Committee
Teleconference, Thursday, June 1, 2006
Minutes**

Voting Members Present: Mary Creason, Karen Cummings, Noah Finkelstein, David Haase, Paula Heron, Ernie Malamud, Bruce Mason, Peggy McMahon, David Meltzer, Larry Woolf

Voting Member Absent: Ramon Lopez,

Others: Jack Hehn, Ted Hodapp, Dick Peterson

The meeting was called to order at 12:05 ET

Welcome:

Peggy - Welcome to Mary and Noah as new members, and welcome to Ernie as Vice Chair.
There are four members in the chair line: Past Chair (Ramon) – Fellowships, Chair (Peggy), Chair-Elect (David) – Programs, Vice Chair (Ernie) - Nominating

Approval of Minutes:

Changes:

Ted – The PPC membership of the Chair of Committee on Education is temporary (1 year).

Change of AAPT web site, not APS web site.

PTEC – 35% of High School Teachers are physics majors or minors.

Ernie - The minutes were approved.

Treasurer’s Report:

The following FEd budget report was presented for Jan 2006 – Mar 2006:

Item	Rev/Exp	Total	Balance	2005
Balance Jan 1, 2006		16,717.61	16,717.61	40,313.51
Revenue				
Dues	16,312.00			
Investment Income	574.42			
Revenue		16,886.42	33,604.03	56,844.60
Meeting Expenses				

March Travel (Heron, Lopez, Mason, Malamud, Zimmerman)	(7,179.40)			
March A/V Expense	(784.25)			
Decorator Expense	(39.00)			
Newsletter Printing	(406.59)			
Sorting Travel (Norris)	(441.61)			
Meeting Expenses		(8,850.85)	24,753.18	
Supplies/Postage/Phone		(8.85)		
Excellence in Teaching Award		(1,650.00)	23,094.33	(18,940.60)
Balance			23,094.33	

Projected Revenue/Expenses 2006

Item	Rev/Exp	Total	Balance	2005
Balance		23,094.33	23,094.33	
Revenue				
Meetings	2,000.00			
Revenue		2,000.00	25,094.33	
Estimated Meeting Expenses				
March FEd Exec Meeting	(600.00)			
March Reception	(5,000.00)			
Fee Waivers	(340.00)			
Sorter Travel	(500.00)			
Newsletter Printing	(500.00)			
Meeting Expenses		(6,940.00)	18,154.33	
Gordon Conference		(3,000.00)		
AAPT Plenary Session		(4,000.00)		
Projected Balance			11,154.33	

Bruce – The cost of the March meeting was high, but the attendance at the reception was low.

Peggy – The hotel was physically separated from the rest of the meeting, so not many people made it.

Ernie – The April meeting has better attendance. More FEd people are at the April meeting and there are more FEd sessions.

Peggy – Actually, there were more FEd members at the March Meeting. The decision to hold the reception at the March Meeting was meant as a way to reach out to members who don't normally attend.

Paula – Perhaps there is a way to have a registration for the reception. At the April meeting there are usually more people at the conference hotel so they are more available.

Larry – This was a hard sell, so there's probably not a need to worry about it too much.

Dick – Perhaps if the April meeting is ending, the reception can move to a February APS/AAPT meeting?

Peggy – The treasurer’s report is approved.

Announcements:

Committees for 2006:

Fellowship (Ramon, Chair) is in place. Members: Warren Rogers, Robert Beichner

Program (David H., Chair) needs members.

Nominating (Ernie, Chair) Peggy will create a nominating committee with outside members.

Education Award:

The committee is formed (Wolfgang Christian, Chair) and the announcement is out for a 2007 award.

Ernie – The committee has a question about the meeting at which the award should be given.

Peggy – This should be connected with questions about the Meeting Programs.

Ernie – Will there be a talk with the award? The award is paying \$5k, registration, and travel.

Travel could be a lot of money if several people attend. The award money is not enough so the FEd will need to support the travel.

Peggy – Who will we support? Perhaps we should limit the number to be supported?

Ernie – Another option is to fix the travel allowance.

The balance in the Award Fund will be \$110,000 by next fall. The goal is to keep the award at \$100,000, so we could do \$5k award and \$5k travel.

Karen – Fixing a dollar amount is a good choice so that the awardees can decide how to use it.

Ernie – The committee doesn’t want to bias choice by the support for travel.

The general agreement was that a fixed (maximum) travel budget should be part of the award.

Syracuse AAPT meeting

Schedule:

Plenary session – Monday morning, 7/24, 10:15 – 11:45 in Law Grant Auditorium, with a reception to follow

Meeting with the AAPT Board – Saturday, 7/22 at 4:00 pm

Executive Committee Meeting – Sunday evening if there are sufficient attendees (Note: This has been set for 6:30 – 9:00 pm, 7/23, Schine Student Center, Room 233.)

Dick – The Joint Meeting is at 4:00, and box meal will be at 5:45 before the AAPT Board Meeting.

Peggy – The Plenary reception is right before lunch so it will be a snack after the session. In the past there has been a budget of up to \$4k for education materials, reception, speaker travel, etc. The DNP (or labs) will pay for the curricular materials and only one person needs travel support. The total should be less than \$4k.

Ernie – We should keep this at \$4k maximum. How are we charged for the reception?

Paula – Were we billed back by the AAPT? (Tres. Note: The AAPT did bill us expenses last summer.)

Peggy – How large have these sessions been?

Ernie – In Sacramento there were about 100.

Dick – In Salt Lake City it was a plenary session, so it was big.

David – Everyone went by the food, and probably 500 people were at the talk.

Ernie – Moved and seconded that \$4k, maximum, should be budgeted for the session.

Old Business

Newsletters:

The Spring Newsletter on Graduate Education is not yet completed.

Ernie – The summer issue has two articles that are good and 7 more promised. The topic is education at national labs, science museums, and industry.

Peggy – I know of three more that are coming.

Ernie – Items still needed: Browsings and the Letter from the Chair. The layout is starting now and will be ready for copies to be distributed at the Syracuse meeting.

Paula – The Fall newsletter will be on physics for the life sciences and biophysics. I will be soliciting contributions, comments, reviews, etc from the FEd. There should also be a solicitation sent to the Div. of Biophysics. The deadline for submissions should be in September or October.

Ted- There will be a new editor for the Teacher Prep section in the Fall, John Stewart (U. Ark). Chance will still be editor for the Summer Newsletter.

Newsletter Planning:

Ernie – There are hard deadlines for the Spring Newsletter (the April APS meeting) and the Summer Newsletter (the AAPT meeting). There is not really a deadline for the Fall newsletter.

Peggy – Do we need a senior editor for the newsletter?

Ernie – In the past there have been three independent editors, not necessarily on the Executive Committee. There have been many different editors.

Peggy – Currently we have three editors, each deciding on themes and deadlines, but not a senior editor.

Ernie – Tom Rossing has the institutional memory. We should find new editors.

Newsletter Index:

David M – Larry and I discussed this and felt we can index the newsletters fairly quickly. The categorization of articles is the main issue.

Larry – We are collecting all the articles on the web site and will put these into subject categories. It will then be possible to link to the newsletter categorization scheme. We will just provide a Word document of Title, Subject, Author, URL, etc.

Ernie – It will take some work to create the index. For now just post the index and see how it works.

David – The categorization is difficult. How should items be cross indexed? We feel we can do the inventory pretty quickly.

Larry – Index can be done and sent to Ernie.

Ernie – Three newsletters are only available in pdf. For these we will need to link to the pdf file and give page numbers.

David – As much as possible we should provide specific links to the actual article.

Larry – This should be done at the end of the summer.

Meetings and Programs:

There have been questions about the status of the April meeting.

Dick – Judy and Bernie are working on this. One possible option is a February Meeting in 2010, along the model of previous joint meetings. Current thinking is that this be in DC. The AAPT council is considering this.

Ernie – Will this always be in DC?

Dick – Nothing has yet to be decided. A joint meeting is an exciting and natural place for the PERC. This would be the AAPT winter meeting. The votes for this are strong from the AAPT board. This is a natural agenda item for the informal meeting in Syracuse, along with the future of the PERC. The informal joint meeting should focus on large but practical issues: the futures of the PERC and the April meeting.

Peggy – This will be on the agenda for Syracuse.

2007 March and April meetings:

David H – There are three invited sessions scheduled for March and five invited sessions for April. The deadlines are Sept. 27 and Nov 10. The March meeting is in Denver and the April meeting is in Jacksonville.

Possible topics: History of education innovation, PSSC and Berkeley series, University research centers and graduate education, National labs & outreach/education.

The Excellence in Education award presentation and talk will need to be at one of these meetings, but we have not decided which.

There will be nine Plenary speakers for the April meeting and the FED can send in nominations.

We need planning committees to organize meeting sessions.

Karen/Paula – There should be PER sessions organized. The PER sessions at this year's April meeting weren't well attended because they were at the end.

Ted – The organizer needs to be at the sorting session.

Peggy – It was chaos and I probably didn't yell loud enough. Judy might have helped but she was not there. This should be a one time problem.

Karen/David M – We should work as a group on the PER sessions. Karen will be in charge of this. David M will email everyone and ask for input.

Peggy – Will this session be in March or April? A workshop is scheduled for March.

David M/Paula – We should do March. There is excellent attendance and it is close to PhET.

Karen/David M – There should be speakers that can be found at the Gordon Research conference. Noah and David will be there. David M will use this conference to solicit talks.

Peggy – The session matrix will be on the agenda for Syracuse.

Peggy – At next year's AAPT meeting, High Energy Physics will be in charge of the Plenary.

Peggy is working with the Division's education group and executive committee.

Mary – I will be co-chairing this meeting and thus can help.

Report from APS Education

Ted – A Graduate Education Conference is moving forward. Possible speakers include Singh, Tate, and Michael Tennyson. I talked to the NSF about this. There may be (will need to be?) about \$50k in support. This will be in June or July of 2007.

Education and Outreach BLOG

Larry – We have discussed starting a FEd blog, but the logistics are too difficult. It's probably not logical or functional. What is desired is informal feedback and discussions related to formal newsletter articles. A mechanism to do this currently doesn't exist.

Ernie – We will need to push this with the APS. Talk to the APS web staff and Judy about this.

Peggy – Perhaps we will need to move the newsletter off to another site.

Ernie – The newsletter used to be on another site. It moved to the APS when they started providing this service.

Bruce – I will bring this up with the web staff.

New Business

Peggy – With Ernie in line for the Chair, someone else should take over the web duties.

Bruce – I'll take care of this.

Peggy – I will send out the time and place for the Syracuse meeting.

The meeting adjourned at 1:06 pm ET.