

Fall OSAPS Executive Committee Meeting Minutes
Cleveland State University Room 339, 16 Oct. 2015

Present: Dennis Kuhl, Chair (MC), Laura Van Wormer, Secretary (HC), Gabriela Popa, past chair (OU), Snow Balaz, Vice Chair (YSU), Roy Day, Treasurer (JCU), Perry Yaney, Web Master and Archivist (UD), Julie Roche, Member at Large (OU), Jay Matthews, Member at Large (UD), Jeff Dyck, Chair Elect (JCU), Michael McMaster, Student Member at Large (CWRU), Bob Hengehold, Honors and Awards (AFIT), Gordon Aubrecht (OSU), Mo Ahoujja, next local host (UD), Michael Strickland, past meeting organizer (KSU), Uli Zurcher (CSU), Pedru Fodor (CSU)

Call to Order and Introductions

Dennis Kuhl

Section Business

1. Secretary's report and Approval of the Minutes

Laura Van Wormer

The minutes were approved without changes.

2. Treasurer's report

Anthony Roy Day

Roy prepared a detailed spreadsheet which covers the years he has served as Treasurer. The spreadsheet shows the expenses to host a meeting – speaker travel, speaker honoraria (up to \$400/speaker up to 5 speakers), costs of food and banquet, facilities, Executive committee food, printing/supplies/parking etc. Also listed is income that the local host has developed (typically grants from Dean or Provost). Our financial model now has all income going directly to APS: registration, banquet fees, any other income from other sources, and formerly, abstract fees. From the income are subtracted expenses and any advance. What is left is the final check to the hosting institution. There are other expenses for OSAPS not associated with the host, but associated with meetings: BAPS page charges, student travel and student rep travel. Roy has discovered problems with some of the numbers on the spreadsheet. Upon reading KSU report, the numbers provided today don't agree with others. APS initially returned money to the wrong region, but eventually credited us. First page – numbers reported by APS, which are what don't agree with Mike Strickland's numbers. We don't get interest income during this part of the cycle. We didn't pay speaker honoraria at last meeting. The number brought forward has been increased by \$410 – the missing money from APS. The final balance of \$20,627.51 is correct.

Regarding the \$3000 advance, we make sure the local hosts don't come up short of money. It doesn't make much sense to worry about details of who is paying for exactly which items. To help with this, Roy has gone back through years he has been Treasurer. The reported meeting expenses since Fall 2011 are calculated as explained. Before that, meeting expenses were reported differently for different meetings, so the numbers are not all that meaningful. Graphs show our account balance, which has been dropping, and our income where interest has been dropping.

The final spreadsheet could be very helpful to hosts in the future, because it shows what has been spent at previous meetings. There is some concern about rising costs for facilities and things like that. If we'd had to pay honoraria at the last meeting, it would have been very expensive. The \$3000 advance is to prime the pump, but we hope we don't have to pay more than that. The local hosts spend the money; we get the income. So we subsidize the money they spend – some of it is an advance, sometimes it is also a final check. Question – looking at KSU, and net cost to OSAPS. Roy: final line at bottom includes additional meeting expenses which have nothing to do with host. Roy pointed out that there is a correction to graph on the second to last page – it should be Net Cost to Meeting (not OSAPS). In response to a question about the difference between the KSU expense report and ours: KSU gets numbers from APS and so does Roy, but from different places in APS. Roy essentially just gets a bank statement. So KSU numbers should be correct. What was scale of the mismatch? About \$600. On-site registration gets sent to APS as well. If final check to hosts is in red, they sent money to us. Is it fair to say that the biggest difference in net costs to OSAPS is in student travel? Yes! Along with that, if you have a lot of requests for student travel, the expenses also increase because their banquet costs are subsidized. An expensive meeting is often a good thing because it means there are many students. Honoraria can be more than \$400, but the local host has to pay the rest. Is there any thought about going up more on meeting costs? We raised it a few years ago, but we may need to think about that again. A big wild card is how much the host institution can support. Can OSAPS help with strategy or is that a local issue? Local issue. The message from OSAPS is there is no net cost to your department. We encourage you to fundraise, but the physics department shouldn't have to pay. We have currently approved \$2,000 for students every meeting, plus BAPS charges, which adds up to about \$5000/year. And our income is about \$6000/year. Perhaps we could survey other regions for their charges. Raising member fees may not make much difference – the number there for free compared to paying was 3 to 1. Introducing a student fee might help. KSU: if we had charged \$20/student, we would have done alright. Are most student fees paid by their department? Depends on the particular department's funding situation. What about \$20 for graduate students? There are lots of variables – if someone has a grant, the money comes from that. Right now, retirees and students are free, also high school students. How many students on average are taking advantage? The cost has ranged from 0 to \$2000. Is there a correlation between number of students who come to a meeting and the institution of the student travel fund?

Overall resources have been declining – most of that expense has been from meetings. Perry volunteered that TechFest won't be requesting further funds from us. If we want to do something about raising income, raising fees for people who are already paying won't make much difference. Reducing what we spend on student travel is another possibility. We could put back in abstract fees, but bookkeeping is a nightmare. Another idea is to bring people for an Expo – teaching or industry – and charge them for a table. That is not so easy. It is easier for OSAPS or APS to go to an industry and request a larger grant. It is very hard for local organizer. Uli (CSU) is not allowed to talk to ANY fund raiser – the advancement office doesn't allow it. What if we decreased travel grant amount to \$75 and decreased total to \$1500 per meeting? NE region is charging \$75 for faculty and post docs, and other fees down to \$35. Emeritus and retired should be paying. A student will pay \$10. Does APS have a rule to not charge emeritus?

Other societies don't charge once retired. Gordon might have been able to get more money for speaker honoraria, but didn't realize it was an expense for OSAPS. However most meetings won't have the resources of OSU. But it is a good point – remind the local host that there are other expenses. Uli: we are going to pay \$0 for speakers; we never mentioned honoraria to them. All invited speakers have NSF funding, and part of their funding is dissemination of their research. We do pay travel and accommodation. Uli also made sure all are in driving distance. For the caliber of people we are hoping you will invite, \$400 is almost an insult. We hope it won't matter to them. Anyone to speak in favor? It is a nice custom, but if we can't afford it. Give them a basket, OSAPS swag! The consensus is that undergraduate students shouldn't be charged. Perhaps graduate students. APS web site doesn't distinguish between undergrads and grads though it could. **Snow makes motion to eliminate speaker honoraria, seconded by Michael McMaster. This will be effective after the BGSU meeting.** Local hosts could choose to, but OSAPS won't reimburse.

3. Chair's Report

Dennis Kuhl

We went to some effort to develop a guide document. Dennis would like to update – will send to officers and look at pertinent section. This information amplifies, expands and further explains the by-laws. It should be brought up to what we are currently doing. If it needs to change, we can bring that up if needed, hopefully to be handed by email.

The recently adopted new constitution for APS might necessitate some changes in our by-laws. Another regional section (NE) had APS review and suggest changes. We could do that. Should we be pro-active or just wait for them to tell us to do something differently? It might be good to get confirmation. It means we might be embarking on a revision of by-laws. General agreement that it is good to be proactive. Dennis will follow up on that.

Regarding an opt-in button in online meeting registration – Dennis will continue to work on that. It turns out not to be so easy to encourage departments to put things on web site. Are there photographs taken – yes, by Perry – is there room on website? Maybe some, but hard to sort, choose, keep updated.

Another idea that came up at the convocation: Regional sections having a presence at national meetings.

What does APS website allow you to do? They put basic information about a meeting, a link to registration, and also a link to the local web site. Who decides whether topics are listed? Local host? APS has categories, but the local host can group them. If an additional topic is needed, you can add it. On the web site, there is a deadline for abstracts, but then another, a post deadline, for late abstracts. CSU just put those in poster session.

We've also talked about a section newsletter – Gabriela thought to do that but realized she couldn't do it alone. She would need people to write paragraphs. It is very difficult for one person. Should we have a subcommittee? Should we have an executive committee approved

template to determine what the basic content will be? What is the purpose of this newsletter? Why doesn't APS News have a short section on sections? Purpose is we have 1500 members but 200 at a meeting, advertise for next meeting. If the current meeting organizers can send a paragraph with meeting statistics, if someone hosting the next meeting can provide a link to the next web page, and some basic info it would be very helpful. APS is willing to do the ultimate editing and design. Can we ask them for examples from other sections? Dennis will follow up for a template on what they've done for other sections. This would be sent via email.

4. Meetings Reports

Fall 2015 (current) meeting report

Petru Fodor/Ulrich Zurcher

Current expenses -- \$8800, no honoraria will be paid, travel is by car; there is no coffee because we are on a shoestring budget. He proposed hosting the meeting; the Dean said go ahead, but didn't specify how much he could spend. Income: Registration \$1400, Banquet \$1500, Sponsors \$200, College of Science and Health Professions at CSU has paid for rooms, posterboard and other items \$3800, for a total of \$6900.

Spring 2015 (past) meeting report

Michael Strickland

185 registered, 102 for banquet, 4 plenary speakers, 2 from Ohio, 2 who flew, 66 contributed talks which led to a lot of room charges because of the need for parallel sessions (roughly 40 undergraduate or graduate students), and 44 posters, most of which were students. Their total cost \$2427.63, which is different by about \$600 from APS numbers. Could they have instead used physics rooms for less expense? Yes. We could use this as a recommendation for future hosts. We are seeing a big difference in public universities versus privates – privates are usually free. Conference services act as their own unit and raise money at public universities.

Future Meetings Discussion

Jeff Dyck/Snjezana Balaz

University of Dayton Spring 2016

Mo Ahoujja

April 8 and 9. The theme is Nanophotonics II because in 2005 this was also our theme. Hosting is with the Air Force Institute of Technology (AFIT). There are 4 plenary speakers, 3 of which are local and one from Buffalo. This will be a joint meeting with the Southern Ohio Section of AAPT. Tentative plans are to have a workshop on Sustainability, Energy and the Environment, on Saturday after lunch.

The President of Sigma Pi Sigma will give a talk in a student session – pre-event Friday lunch. Jay has access (as SPS advisor) to a list of SPS groups, so will be contacting them. Roy reminds us that student travel grant requests are electronically submitted – Roy will ask APS to set that up and will give Mo the link.

What was status of having a box that students could check to automatically enroll in region? If they join SPS, they get APS registration for free, and could join a section for free. It would be helpful if we could do this during meeting registration.

Bowling Green State University Fall 2016 Oct. 7 and 8, 2016

We really need to get the Spring 2017 meeting together. Suggestion to Jeff to speak with Herbert Jaeger at Miami University. Snow is also talking with Kettering University. At the big universities, you have to find someone interested in outreach. Generally there is no response from the chair. You need to know someone. Bob will contact Scott Lee at University of Toledo. Indiana University at Purdue, perhaps? What about CWRU? Bob Brown and Michael Crescimanno are there. APS gave Julie a spreadsheet with contact info of members, but also asked her not to contact anyone.

One way to get good contact person is to contact the SPS advisor. They have contact info for other SPS advisors. Do we still ask that plenary talks be 70% tutorial? If it is in Hints for Hosts. One problem with that document is there is much outdated information. There are two copies – a big version and a one page version. It should be on the APS web site.

Standing Committee Reports

1. Membership Committee

Julie Roche

Not everyone who is an APS member who has an Ohio address is an OSAPS member – it is about half. Do we still pass around a paper so people can sign up? Yes, and we got 34 new members from Kent State. Do we ever send emails? There are some limitations. Perhaps this will be better when we get our newsletter together. When is the opportunity for people to self-designate membership in OSAPS? Renewal or registration. We could request help from APS on getting Ohio residents who are APS members to join. We can talk to colleagues and encourage them to join. We do not have large numbers of undergraduates, most are graduate students.

2. Student Membership

Michael McMaster

At the last meeting 40 students gave oral presentations, and 40 posters. We didn't get a report split out from the previous meeting, just got a total but it was relatively low. Michael will update and send it out.

3. Honors and Awards Committee Crescimanno, Scott Lee)

Robert Hengehold (with Mike

We have two awards, Maxwell, which is about service to section, and Fowler, which is rewarded based on outstanding research to someone with a connection to Ohio. Tonight we'll give the Fowler award to Dr. Baer from CWRU, one of our most prestigious recipients. Bob has a short bio for each awardee. This gives us an idea of the caliber of recipients. Fowler awardees have also been APS Fellows, though this isn't a requirement. The award is named

after Willy Fowler, who obtained his PhD from OSU, then went to CalTech and won Nobel Prize in nuclear physics. The list is not complete. Have there been Maxwell awardees since Gordon Aubrecht? Maxwell awardees have usually served on Executive committee and done something else. So far Fowler awardees have done their work in Ohio.

4. Nominations Committee

Gabriela Popa

Need Vice Chair, Secretary, Member at large. Jay Matthews is filling Ken Hicks' position and ends this April. Gabriela has to contact APS to get this started. Jay Matthews will run for member at large. The role of Vice Chair is to find hosts; they then become Chair Elect and then Chair. Our election participation is pretty low, APS has pointed out, which might be due to uncontested elections.

5. APS Council Observer's Report

Gordon Aubrecht

Gordon had an internet meeting with Nan Finney in Sept. 2015 – she is liaison for observers who are nonmembers. He had to swear to secrecy about the topic – but those paying attention to the email from APS yesterday about what's new in Physical Review today will have a good idea. Very interesting! Gordon does not get notices of council meetings, but the chair does. So that information needs to be passed on.

6. Web Master's Report

Perry Yaney

Perry has updated the minutes and meetings, but officers have not been updated. The national office doesn't have them. Fall and Spring 2010 minutes are not on there. APS seems to be putting a synopsis of our meetings on the OSAPS web site.

7. Techfest Report

Perry Yaney

It will be on Feb. 13 and 14th. We are currently looking for a theme.

8. State Science Day Report

Gordon Aubrecht

We appreciate support from OSAPS, in both money and judges. Jim Sullivan from Univ. of Cincinnati has passed away. He was always helping to judge. We can look on our web site and see who was awarded prizes. Encourage students to participate – it is sponsored by the Ohio Academy of Sciences and will be at OU next year.

Old Business

New Business

1. Elections – *Vice Chair, Member-at-Large, Secretary*

2. APS Leadership Convocation

This meeting is for unit leaders. It will be Jan 28-30, 2016 this year, 3 weeks earlier than usual. They like to have attend the Chair or Vice chair, and Treasurer or Secretary. Snow will attend; Jeff may be able to as well. Dennis will submit names. They pay travel expenses for up to three. Jay might be able to go.

Closing Remarks

Dennis Kuhl

Adjourned at 12:50 pm.

Respectfully submitted,
Laura Van Wormer, Secretary