

Spring OSAPS Executive Committee Meeting Minutes -- unapproved
University of Dayton River Campus, Alumni Board Room, 8 Apr. 2016

Present: Dennis Kuhl, Chair (MC), Laura Van Wormer, Secretary (HC), Mikhail Zamkov, next host (BGSU), Mo Ahoujja, current host (UD), Perry Yaney, Web Master and Archivist (UD), Snow Balaz, Vice Chair (YSU), Gabriela Popa, past chair (OU), Roy Day, Treasurer (JCU), Jay Matthews, Member at Large (UD), Jeff Dyck, Chair Elect (JCU), Ueli Zurcher, previous meeting host (CSU), Pedru Fodor, previous meeting host (CSU), Gordon Aubrecht (OSU)

The meeting was called to order at 10 am, and we started with introductions.

Section Business

1. Secretary's Report and Approval of the Minutes Laura Van Wormer
The minutes were approved without correction.

2. Treasurer's Report Roy Day
Roy worked with APS to correct the accounts and arrange for reimbursement from their mistake regarding the accounting from the last meeting. However there is a discrepancy again. This time it is between what APS has reported and the local host's accounting. Roy recommends that Treasurer's carefully double check registrations and meeting attendance, and report that as part of the record, as he has done on this Treasurer's report. Additionally, this will help future hosts know what to expect. The local hosts at KSU were surprised at how few ended up paying for the banquet, for example. There was a large attendance, but most were students who do not pay full price for the banquet. As a result, there will probably be a correction to the registration fees, as reported on the first page.

Question – is \$6,084 income from dues typical? Yes, it has been pretty steady. Our membership numbers have been pretty constant, and the amount we get per membership hasn't changed in about 6 years.

So we are doing ok now? Yes I think we are. For the past 10 years, there has been a steady decline in our financial resources, but we made changes at the last meeting that will take a few years to fully take effect and show up in the financials.

The Treasurer's report was approved.

3. Report on the APS Convocation Jeff Dyck
There was a lot of information transfer, not necessarily new stuff. The most productive aspect of the meeting was comparing notes with other section leaders. Some of what he learned was about the Education Diversity wing of APS. It can offer two sections at local meetings on topics of interest to students such as professional development skills workshops, teaching high school physics, graduate school admissions and GRE strategies. They can also provide speakers,

including, for example, someone from the journalism side. Ted Hodapp is the person leading this up. Other useful information was related to meeting organization: there is supposed to be onsite, online registration. It is active at this meeting. They suggested having more than one computer available. Regarding our newsletter, APS is there to help – and helped with our newsletter. They formatted it, and there is an online version. There was discussion about maintaining and growing section membership. It is now easier to go back and join; you don't have to wait until renewing a registration. They heard the request for an opt-in button and are moving on that. We need to let people know that they can just go to the website – log in to website, click on membership tab and add a section or unit. Is there any connection between that and registering for this meeting? Not right now, but it was brought up. It would be very nice for people to join when they register. Students can only get one year of membership for free. However as long as students are SPS members (only \$24), then they can be members of APS for free, and therefore of OSAPS as well. **Jay will send an email to SPS advisors, letting them know about this new option.**

From the Careers folk (Crystal Bailey) and the Forum on Industrial and Applied Physics, they could fund a career panel at OSAPS meetings and could help identify speakers; they have a distinguished lectureship, someone whose job it is to do that, so local hosts don't have to pay for the speaker. They are also trying to build up names of people locally who can speak. **We should put all of this in Hints for Hosts.**

There was some talk about having a facebook or Linked in page, but APS wants to be the one to manage it. The development office can help with fundraising for prizes or awards, identifying donors. Two sections are having a joint meeting – Four Corners and the Texas section. Many were interested in that. The MidAtlantic chair asked if we would consider a joint meeting. Jeff wasn't sure what the advantage would be for us. Their thought was that we could maybe have a longer meeting or bigger meeting. With foreplanning, this could help us to have a larger attendance at meetings that are more at the edges of our region and sometimes less well attended.

Question – was there conversation about the relationship between APS and AAPT? No, though it is not unusual to have common meetings. An example of what Education Diversity can do for sections is to have a breakout session or informational session on high school teaching as a profession. These workshops can be tuned for physics faculty about how you can grow a teacher education program. They are interested in growing that activity. PhysTech has run its course and they are now interested in growing it based on what they've learned through that.

4. Meeting Reports

A. Current Meeting Report

Mo Ahoujja

There are 89 pre-registered. Of that number, 8 are for AAPT only which has a talk at noon. There are 62 presentations, 24 contributed talks and 38 posters (31 of which are actually here, but APS said no, you can't reject any, even if they are nonsensical). The policy is we don't reject them. When Marietta hosted a meeting, Dennis contacted a person, asking if they were going to be here. They weren't, so then we could reject it. APS is familiar with these folks; they don't

attend the meetings. There are 5 plenary sessions, one for AAPT. The AAPT session includes two physics talks, but also 6 speakers for Jim Sullivan's memorial. Two plenary talks are today, along with the after banquet talk, then two tomorrow. Forty-seven people have purchased the banquet at full price and 4 students at half price (though we expect more) – have planned for food for up to 90 people. In terms of fundraising, we got the \$5000 advance from OSAPS, \$2000 from Department of Physics, \$500 from the Provost and \$500 from the Office of the Dean of the College of Arts and Sciences. Mo inadvertently paid \$500/speaker for a total of \$2000, at worst. (Instead of the usual \$400, but still meeting the \$2000 cap.) After the BGSU meeting, we will no longer pay honoraria. All facilities at UD are free, which is very nice. Question – for off campus sponsors, be sure to go through your university. It can be difficult. If there is interest from a sponsor, how it is received depends on your development office. One suggestion is that it may be that OSAPS is in a better position to look for the \$1,000-2,000 sponsors. But if so, will APS do the same thing as development offices do? The general consensus seems to be no, APS won't be difficult, but **Roy will check with APS about whether OSAPS can see sponsors.** It might also be something to raise at the Unit Convocation meeting – sponsorship directly to unit meeting.

Mo didn't have any info about student travel requests, and Roy doesn't have info yet.

B. Previous Meeting Report

Petru Fodor

They had 113 meeting participants, and also had SPS from Friday afternoon to Saturday morning, then AAPT until Saturday afternoon. Honoraria were not offered. They had about 50 contributed presentations, 20 talks and 30 posters. They did get 3 or 4 abstracts that made no sense, emailed APS about them and didn't get response, so didn't include them in program. The financial numbers looked good, probably because no honoraria were given, and because the Dean's office picked up the tab for the conference center (about \$4000). The conference center treated us as a completely different entity. The only trouble was with the web site – we had the same problems as with sponsorship. If the web site was hosted at university, it had to conform to their templates and you couldn't make links to outside sites like APS. Petru realized he still had his research account and put the OSAPS page there.

C. Future Meetings

Fall 2016 BGSU Oct. 7 and 8, 2016

Mikhail Zamkov

The theme will be Materials for Energy and Biomaterials – essentially materials science. They have the Center for Materials Sciences on campus, so might get help from them. The focus will include some chemical physics, which hopefully will allow us to increase the number of participants. Meeting rooms for up to 300 people are already booked. The advance and all the budgeting goes through university? Yes, it will be a regular account that the university sets up. The plan is to have the web site up within a month. They have a pool of plenary speakers, but haven't settled on any yet. Strong encouragement was given to determine the plenary speakers as soon as possible. Is there a regular calendar for when APS opens registrations for meetings? UD wanted deadline to be Mar. 18 – APS said Mar. 7; they reluctantly agreed on UD's date. A hard date for abstracts needs to be determined because that sets everything else. When selecting a theme, try to think about plenary speaker topics. Push to have the abstract

deadline no earlier than the middle of September, because you want to give faculty a couple of weeks after classes begin to figure things out. APS wants you to create sorting categories that they can use; once they send them to you, you can do what you want. They need to do this because they are set up for huge meetings. Since our meetings are mostly about students, we try to have speakers talk about their field, elucidate students, point them toward the field. It has been a tradition that our plenary talks are primarily tutorial, because most of audience are not experts in that field. It is not always the most famous person who gives the best talk. That information should be right up front when making requests to potential speakers. How many people does it take to host a meeting? 6 or 7 people were involved in setting up the UD meeting. It is very helpful to have administrative staff play a role. Get your department chair to commit to that. Officially the liaison from the Executive Committee to the local host is, right now, Jeff Dyck and in the future, Snow Balaz, the chair elect. The Hints for Hosts is very helpful. It is on the OSAPS web site.

Other Future Meetings
Fall 2017 Miami University

Snow Balaz

Our problem is that we don't have a host for a year from now. Kettering had initially said yes, but then said no. It was recommended we check with them about hosting a different year. Wright State is pending. Others to consider are Eastern Michigan (Ernie Barringer), University of Pittsburgh. CWRU and Bob Brown? Ohio Northern? Otterbein – that doesn't work. Ohio Wesleyan? Dennison? Wittenberg? Wooster – maybe in a few years.

If we can't get anyone, perhaps we talk to the MidAtlantic section? They may already have that meeting location set, so would need to check with them ASAP.

Can OSAPS help? There is a program committee mentioned in the Bylaws, but we haven't used it. Perhaps if they set the scientific program, that would help. The West section has a Program committee, which is not the local host, which is in charge of finding speakers. Would it help or hurt in getting people to run for offices if they knew they had to also help determine the program? Having a good scientific program is a lot of the reward of hosting a meeting; the rest is just work. We could also remind potential hosts of what a good recruiting tool this can be for their graduate program.

Standing Committee Reports

1. Membership Committee

Jay Matthews for Julie Roche

Many people in our region are members of APS but not OSAPS. Julie sent an email to all of these people (1412!) Of those, 46% were opened and 15% clicked on the link, with a 9% success rate translating to 130 new members. We should continue these efforts. Now that we can do this online pretty easily, we should push it. Perhaps using the newsletter would be effective. We could do a physicist profile in the newsletter. We could also do a grad fair, perhaps at a fall meeting. That is something the Program committee could do. We could create more perceived value, for example for OSU to see this as a captive audience of potential

grad students. Student email addresses can be requested from APS to invite them to special events.

2. No Honors and Awards report

3. Nominations Committee/ Election Results

Gabriela Popa

We only had one candidate for each position. APS requests two. Gabriela put together a list of deadlines for the nominating committee to use. The nominating committee needs to get up and running right after the Fall meeting. APS did not give names for a third member of the committee, as they were supposed to do, which hindered the process. Nominating is a big part of the process that we may be missing. It is easier to approach someone when you can say that they've been nominated.

For the newsletter, two people working on it to catch mistakes and share ideas would improve it. A member-at-large would be a reasonable choice to do this along with the Past Chair. APS needs some lead time – it took a few weeks of going back and forth to get it together. Now APS has the template, so it might be a little quicker. If we had a relatively simple form that could be emailed out to current and past hosts which has a place for information to be filled in, it might be easier for them to respond.

4. APS Council Observer

Gordon Aubrecht

APS is trying to rescue the April meeting – some recommendations included moving to January, keeping it in Washington (but that is expensive). They set up a new committee to come up with more suggestions, but meanwhile set up a theme which will be neutrinos this year. Due to changes in Governance structure, the Council has to vote on awards and fellows, but it is pro forma. They are looking at the committee structure of APS.

5. Web Master's Report

Perry Yaney

For those who are doing meetings, Perry needs the website information ASAP, and also needs electronic copies of all reports. (The secretary needs electronic copies as well.) Perry knows people at APS and can help with electronic functions. Increasingly universities are exerting control over web sites. Could local meeting web sites be hosted at APS? There is one that has dates and categories, and a link to your web site, but not other functionality. We will have to deal with this on a case by case basis and may have to appeal to APS for help if needed.

6. Techfest Report

Perry Yaney

OSAPS did not supply funding this past year, but they are doing well, both in terms of attendance and funding. The theme was Materials and Manufacturing for 2016 event.

7. State Science Day

Gordon Aubrecht

It will be on Sat. May 14, 8-11 am, and we really need judges. Usually we have about 150 projects which means 30 volunteer judges are needed. Last year awards went to elementary, middle and high school (\$150 for first, \$100 for second and \$50 for third places) so spent \$900 on awards. **Motion to support state science day at \$750 level. Motion amended to \$900.**

Matthew Kennedy, of Columbus Torah High School, is shadowing Gordon to eventually take over. **Amendment and motion passed.**

Old Business

OSAPS Executive Committee Guide

Dennis Kuhl

The guide was put together to help officers know about other duties. We've been trying to update that. **Dennis will compile updates and put it online.** From the unit convocation, one can post things to the OSAPS web site that is only accessible to the Executive Committee – you have to be logged in.

Perry will try to update Hints for Hosts this summer.

New Business

Dennis Kuhl

Dennis had Ken Cole look over our bylaws to see what needed to be changed. We need Council approval, then our whole membership needs to vote to amend the bylaws. Dennis proposes that we combine it with our regular election. We should propose changes to the membership at fall meeting – let them know what is coming, then send it to them after the meeting.

Many changes have to do with the new distribution of responsibilities at APS and changes of names.

Article II: We need words about education, since that is one of the primary things we do. Some suggestions included: Grow and cultivate student membership, develop as physicists and bring them into the community. Supportive and inviting for students.

Why should our Honors and Awards Committee chair consult with Honors, Award and Fellowship person at APS? This is in part to keep them informed of what we are doing. For example, they did not know about the Maxwell and Fowler awards.

Regarding the business meeting, we don't follow this at all. In actuality, this has become announcing election results at banquet of spring meeting. But the processes are sound, so we should use them.

Meeting was adjourned at 1:30 pm.

Respectfully submitted by Laura Van Wormer, Secretary