



Forum on Education

American Physical Society

Forum on Education Executive Committee Teleconference
Monday, December 17, 2007, 3:00 PM EST
Minutes (with help from David Haase)

Present: Peter Collings, Karen Cummings, Noah Finkelstein, David Haase, Ken Heller, Ted Hodapp, Sam Lightner, Ernie Malamud, Bruce Mason, David Meltzer, Tom Rossing, Larry Woolf, Peter Zimmerman

Absent: Olivia Castelini

The Teleconference was called to order at 3:02 PM EST

1. Peter Collings reviewed the timeline and slate of candidates for the FEd Executive Board election. He gave the names of the candidates and indicated that the ballots would be sent out in mid-to-late January so the election would be complete by early March.
2. Ernie discussed the sessions and speakers for the March and April meetings.
March: 3 invited sessions with 16 invited speakers, 1 contributed session with 15 papers, one focus session, and one poster session with 9 papers.
April: 3 invited sessions, 4 co-sponsored invited sessions, 2 focus sessions, and 23 invited speakers.

Ernie thanked the 8 members of the program committee and those who attended the program and sorting meetings. Volunteers were requested for session chairs at the meetings. Ways to increase the attendance at FEd sessions were discussed. An email blast around the time of the meetings will be sent out. It was also suggested the co-sponsoring units be encouraged to do the same.

The committee was reminded that the FEd Executive Committee meeting will be April 14 at 8:00 am and the reception and business meeting will be at 5:30 pm.

3. David Haase led the discussion of the status of the newsletters. Tom was thanked for editing the Fall newsletter that should be out very soon. Karen stated that the deadline for submissions for the Spring newsletter is Jan. 15, which will focus on the second Bar Harbor PER conference. An editor is needed for the Summer 2008 newsletter. It was suggested that Larry may do this. Suggestions for other names for newsletter editor candidates were requested, as well as topics. The topic of Outreach from Research Centers was proposed for a future newsletter.

4. Bruce Mason reviewed the 2007 budget and expenditures (attached below). The cost for the APS to help produce the newsletter was not known and only estimated. There were questions about the fee waivers for speakers. These are usually for people who would not otherwise be at the meeting.

5. Much of the remainder of the meeting focused on budget and other priorities for the FEd. The discussion covered the following topics:

- a) Newsletter production. The newsletter is central to the mission of the FEd. One recommendation was to support the travel of editors to meetings. Also newsletters should be printed and distributed at meetings, Fall newsletters at March Meetings, Spring newsletters at April meetings, and Summer newsletters at the AAPT Summer meetings. The cost of the newsletter has been greatly reduced since it became an electronic publication.
- b) Sessions at meetings. The FEd supports speakers at meetings with fee waivers. This is a flat \$300 regardless of the time spent at the meeting. We are liberal in this support compared to other units, but we bring in more speakers who would not normally be at APS meetings. A clear process for notifying speakers of the level of support should be developed.
- c) Travel and operation of the FEd Ex. Comm. Members. There were differing opinions on the level of support that should be provided for the committee members. Some felt this should be covered and others felt that there should be some standardization of the level of support, number of days covered, etc. This is a significant part of the FEd budget. No final recommendation was made.
- d) Re-granting opportunities, including conference support. The FEd supports conferences and other efforts through mini-grants. These are currently considered on a case-by-case basis. Priorities and ways of deciding on this funding are needed. Ken suggested supporting other local efforts in science education & policy, such as mini-forums on state standards, teacher qualifications, and other local APS efforts. Connections with the Committee on Education and other APS units and committees should be pursued.
- e) It was decided that the 2008 Gordon Conference will be provided \$3,000, similar to past years.

David, Ernie, Peter, and Bruce will review past budgets and consider the questions of the constraints on the funds, the proper level of reserves, and the budget priorities. These will be discussed at a future meeting.

6. There were further comments about the newsletter. Tom noted that we rarely got letters to the editor, and they were usually not controversial. This limits the use of the newsletter as a forum. It was suggested that perhaps letters could be solicited.

Tom also asked about the creation and size of the Teacher Preparation section of the newsletter. Ted answered that this was decided by the Forum in the past. This decision can be revisited if the Executive Committee wished.

Larry suggested that the Summer Newsletter contain information about the FED sessions at the March and April meetings. There was a great deal of information available from these sessions. He might be willing to do this with the help of session chairs.

7. David suggested we hold a teleconference before the April meeting.

8. Noah noted that he had sent around a 4 page white paper recommending a decadal study for Physics Education. He would like to have feedback on this document. The general opinion was that the document was well written and on target.

The meeting adjourned at 4:12 pm EST.

**APS Forum on Education
Budget Report 01/01/07 - 10/31/07**

Item	Rev/Exp	Total	Balance	2006 (Tot)
Balance Jan 1, 2007		6,673.32	6,673.32	16,717.61
Projected Revenue				
Dues	16,877.50			
Meeting Revenue, March	1,296.00			
Meeting Revenue, April	906.00			
Investment Income	788.06			
Revenue		19,867.56	26,540.88	19,334.17
Meeting Expenses				
Meeting Expenses: Equipment	(344.85)			
Ex. Comm. Meeting	(410.19)			
FEd/Ex. in Ed. Award Reception	(1,679.34)			
Award Travel: Holbrow, Smith-Williams	(1,586.28)			
Award Promotion	(533.10)			
Fee Waivers: Christian, Holbrow, Matis, Smith-Williams, Zaleskiewicz	(1,500.00)			
April Meeting Fellows Dinner	(219.35)			
Meeting Expenses		(6,273.11)		(12,764.45)
FEd Exec Comm. Travel				
Travel: Cummings	(989.04)			
Travel: Haase	(497.99)			
Travel: Malamud	(730.26)			
Travel: Mason	(529.17)			
Travel: Meltzer	(1,542.68)			
Travel: Norris	(874.34)			

FEd Exec Comm. Travel		(5,163.48)		(9,446.73)
PER Conference		(3,000.00)		(3,025.00)
Supplies/Postage		(30.00)		(82.88)
Phone		(235.39)		
				(4,059.40)
Total Expenses		(14,701.98)		(29,378.46)
Balance			11,838.90	6,673.32

Projected Revenue/Expenses 2007

Item	Rev/Exp	Total	Balance
Balance		11,838.90	11,838.90
Meeting Expenses			
Sorting Travel	(500.00)		
Meeting Expenses		(500.00)	
Newsletter Production		(1,500.00)	
Total Expenses		(2,000.00)	
Balance			9,838.90

Excellence in Education Funds: 115,691.00