

**Minutes of the CPS-AAPT Spring Executive Board Meeting  
Penn State York, York, PA  
Saturday, March 23, 2007**

**MEMBERS PRESENT:**

Gregory Dolise, Michael Doncheski, Abul Hasan, Sardari Khanna, Kelly Kriebble, Dave McCachren, John Reid, and Dave Richards.

**MINUTES:**

President Abul Hasan called the luncheon meeting to order at 1:25 p.m.

**I. Review Minutes**

Motion to approve the minutes for the October 28, 2006 meeting. (motion: Kelly, second: Dave Richards). Minutes approved.

**II. Section Representative's report (Kelly Kriebble)**

Minutes from the national AAPT meeting in Seattle, Washington, January 6, 2007 were distributed. A paper copy of a PowerPoint presentation by Toufic Hakim, Executive Officer for the AAPT was distributed. A general discussion ensued on a variety of subjects, including the existence of a *Section Representative's Handbook* (containing much valuable information), the willingness of the national AAPT to host our section's listserv, and the fragmentation of internet information about the CPS-AAPT.

**III. Treasurer's financial report and membership report (Dari Khanna)**

Dari updated us on the details of the budget. He reported the balances:

CD account	\$3500.00
checking account	\$ 542.94

and that the CD earned \$79.90 in interest which has not been added to either the CD nor checking account balances; it will be included in the next report. Dari noted that having a list of attendees along other information about the attendees (including amounts paid) is a nice thing to have; Abul and Dave R. indicated that the spreadsheet/ mailing list contained such information for several recent CPS-AAPT meetings.

**IV. High School Representative's report (Dave McCachren)**

Dave reported that the PTRAs workshop at Penn State York went well. 13 people attended. He felt that the cost of the workshop should not increase any further, and that he could not offer reduced cost workshop attendance for attendees in financial need. He announced that the Fall 2007 workshop will be hosted by Penn State Mont Alto; the date and topic are to be determined.

**V. Two-year College Representative's report (Gregory Dolise)**

No report beyond that given at the General Business meeting.

**VI. Old Business**

A. Electronic Database:

- ▮ Current mailing list is still outdated. As we gather more email addresses, regular

mailings (and their cost) can be reduced. Dave M. suggested that we always ask for updated email addresses; Dari added that we generally have update contact information from those attending the meetings, so we should especially encourage those who don't attend the meetings to update their email and other contact information. Furthermore, Dave M. noted that currently mailings are unsupported; Dari suggested that we ask all on our mailing list to join CPS-AAPT even if they can't attend. Abul thought it more likely that we'd receive response if we provided some incentive, a newsletter, for example, listing the activities of CPS-AAPT and explaining the benefits of joining; he suggested a Sept/Oct mailing of the newsletter in addition to the 1st and 2nd meeting announcement mailings. Dari offered to pay for the mailings if the host institution is unable to do so. John suggested adding "Or Current Physics Teacher" to all address labels in order to reach new hires; others felt this to be too impersonal. Dave R. suggested that we divide the 39 counties in the CPS-AAPT among members of the Executive Board in order to personally contact as many potential members as possible. Dave M. asked that the spreadsheet/ mailing list be forwarded to all members of the Executive Board in order to assist us; John suggested adding a column "Most recent contact" and then adding "Or Current Physics Teacher" to address labels of those whose most recent contact was sufficiently far in the past.

┌ Abul agreed to add Mike Doncheski to the CPS-AAPT Yahoo! group.

#### B. CPS-AAPT Website

username and password to a CPS website were provided to all Executive Board members; as noted above, internet information is fragmented and it is very desirable to have all information on a single, stable website.

### VII. New Business

1. CPS website - using an external server  
Kelly agreed to explore the possibility of having the national AAPT host our section's webpage on its server, given that the national AAPT has offered to host sections' listserves. Dave R. agreed to gather existing, fragmented online information to assemble a single, stable website in the near future.
2. Possible funds for PTRAs workshop participants  
Dave M. reported that he is unable to reduce the cost of workshop participation for the financially needy (he records the number of participants and forwards the entire fee to the national office). The possibility of the host institution offering stipends to the financially needy was discussed; it is difficult to be entirely fair in the awarding of such stipends and at the same time not advertise their existence. The Executive Board generally felt that the fairest approach is to not award such stipends.
3. Future awards for high school physics students/science fair winners  
The Board agreed that it is desirable to encourage high school physics students through awards; it is up to the host institution to decide whether or not awards will be given and the criteria for the awards.

4. Survey results from the mailing  
Abul will email the results from the survey to the members of the Executive Board once tabulated.
5. Newsletter duties  
The Board agreed that the past President should prepare the newsletter; the newsletter will be added to the job description for the past President.
6. Secretary for CPS-AAPT/Future Spring Meetings  
Loch Haven University - 2008  
After much discussion at both the General Business meeting and the Executive Board meeting, John agreed to follow the Board's recommendation on meeting structure for the Spring 2008 meeting at Loch Haven:
  - ┆ Friday afternoon/evening: registration, poster session, conference banquet and keynote speaker
  - ┆ Saturday: General meeting, plenary sessions, lunch (working lunch for Executive Board), plenary sessions; meeting to end 3:00-4:00 pm

Penn State Mont Alto - Spring 2009: date to be determined

Dave McCachren would still like to host the 2010 Spring meeting, but building may not be finished/occupied in time

### **VIII. Other Business**

Respectfully submitted,

Michael A. Doncheski  
Secretary, CPS-AAPT