

Meeting Minutes for FEd APS

The Forum on Education (FEd), established in 1992, exists to involve its members in activities related to physics education, at all educational stages, from elementary to grad school and life-long learning. The FEd is one of a number of educationally-oriented organizations and activities sponsored by the APS. Minutes here are informal and have been crowd sourced by participants to further the work of the FEd. For more information on policies of FEd see our [Standard Operating Procedures](#).

A quorum is 6 voting members (officers, at-large members, or councilors).

Zoom Link for Meetings:

Join our Cloud HD Video Meeting
Amhers.tcollege.zoom.us

September/October Meeting

Attendance – Clausell Mathis, Geraldine Cochran, Tino Nyawelo, Ashley Carter, Vengu, Amy Furniss, Gay Stewart

Welcome – Clausell Mathis

Report from Nominating Committee – Tino Nyawelo

Names for vice chair

- Matthew Wright - Adelphi University - has all material

Names for AAPT/APS at large member

- Mayuri Gilhooly – University of New England, Maine - Tino will reach out – said yes and working on materials
- Edw. S. Ginsberg - University of Massachusetts Boston - working on materials – got them in.
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Names for member-at large

- Donna Stokes - University of Houston - good sent everything needed
- Ronald J. Tackett - Kettering University - good sent everything needed
- Harish Moni Prakash - (This email address is still good, but he's now a lecturer at CSU - SLO)
- Fahd A Alfatesh - sent some materials, but is missing what is needed. Needs to renew APS membership

Names for Secretary/Treasurer

Names to reach out to and ask if they are interested in any of the open positions, including secretary/treasurer:

October 15 -- Nominating Committee emails slate of candidates to Secretary/Treasurer and also to apsunits@aps.org. The slate of candidates includes the name of the candidate, their picture, their biographical information, and their candidate statement. Then, an APS employee will help upload the information to the online election portal. It usually takes 2 weeks to get the election materials up on the site. → We can have a Google Drive.

Tino reminded all candidates to fill out their [Professional Conduct Disclosure forms](#) and be [members of APS and FEd](#) before being eligible to run, per APS policy (forums are free for APS members).

Gay's comment from chat: I have some concerns about asking folks who are difficult to get responses from to serve on a group we rely on to get work done.

Report from Mini-Grants Committee – Ashley Carter

–Oct. 15 and they will run Nov. 15.

1) Personal vs project – should we have personal mini-grants?

- $\frac{2}{3}$ should be project; $\frac{1}{3}$ should be personal. If there are exceptions, the committee votes (must be majority vote to allow exceptions), Gay likes this!

-We decided later that we like having our speakers apply for personal mini-grants so that they can attend the meeting. We even thought about allocating a separate pool of money just for the speakers of \$5000 out of the \$20000. But, we decided it would be better for each speaker to apply and award the personal mini-grants on a case by case basis. So **keep personal mini-grants.**

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2) Should we only give personal mini-grants for funds to go to the APS meeting?

- only for personal mini-grant (exceptions must be determined by committee, majority vote only to allow it). Gay also likes this.

-Committee will score grants and award funds and can weigh merit. **Keep personal mini-grants open.**

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3) Should the committee decide how to reach the funding limit using the three choices, or should we pick a choice?

-committee should pick-Gay

- committee should pick-Tino

-Since the number and quality of the proposals might change it would be good to give the committee the choice. **The committee should choose among the three choices.**

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Newsletter Update – Sandro Cunsolo

Budget Report – Ashley Carter

Last financial report was from 2025/07/31. Numbers below match that Financial report.

	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2025 Actual
Account Balance in Jan. (June) – APS balances are not		20,116.86 (69,951.84)		312.32 (58,993.22)		(60080.43 Nov. 2024)

correct until June						
Expenses						
Meeting Reimbursements	7,000	6010.64 (Chair, Chair Elect)	7,000	8786.14 (Chair, Chair Elect, Grad student travel)	15,000 (Chair, Chair elect, Vice chair , grad student, past grad student)	3105.46 (Chair Elect, Vice Chair, past Grad student travel)
Mini-Grants	40,000		30,000 10,000	1415.37 (Gen - Misc) 2589.13 (printing) 937.50 (stationery) 1798.00 (programs - outreach) 375 (programs travel) 400 (bus rental) 375 (food) = 7890.00	25,000	6,429 (professional development, consulting)
Squishy Science			3,000	3000 (programs - other expenses)	3,000	
Incidentals	3,000	458.44 (mtg reception) 209.61 (mtg alcohol) 1000 (program - mtg fee,	3,000	2000 (mtg reception)	3,000	1990.36 (mtg reception)

		wiki scientists) = 1668.05				
TOTAL Budget	10,000	7678.19	23,000	21,676.00	46,000	11,524.82

- Wikimedia course for Scientists – \$1000 total, two at \$500 each. Names are:
Mostafa Fawzy Ahmed, faculty at Alamein International University in Egypt
Md Shohil Aktar, graduate student at West Bengal State University in India
- How should we use our funds? Should we spend this money on travel to the meeting?
Should we spend this money on projects outside of the meeting?
 - Should we go back and try to meet at the Global Summit? Something is lost if we do not meet in person. Hybrid is a possibility that
- Pool of money for speakers for this year to help with travel expenses – \$5000 – Let's not do this – we will just have them apply for personal mini-grants
- Pool of money for members of the committee to go to the meeting – members can not apply for personal mini-grants. If we do want the committee to meet at the Global Physics Summit, then perhaps helping with funding would be useful.

New Business

- March session, Invited Speakers
- Session title: Transforming Physics Classrooms: Engagement through Active Learning and Emerging Technologies
 - Katarzyna Pomian Bogdanov - Florida State University
 - Eliza Morris – Cal State Sacramento (accepted) Title: "Comparison of Active Learning Teaching Formats in Introductory Physics: Increasing Engagement without Increasing Cost"
 - Noah Finkelstein - University of Colorado (accepted) Title: "Leveraging Generative AI for simulation-based physics experiments: a new approach to virtual learning about the real world"
- April session, Invited Speakers
 - Session Title: "Transforming Physics Classrooms: Engagement through Active Learning and Emerging Technologies"
 - Paul Cottle - Florida State - "Inviting K-12 students in North Florida to STEM careers"
 - Tino Nyawelo - University of Utah - "Understanding Informal Science Educator Support and Peer and Sibling Positioning through the lens of Identity Work in an Informal STEM Learning Community."

- Ozlem Akcil Okan - Michigan State University - “Culture-Based 3D Project-Based Learning: Teachers’ Reflections on Revising Instructional Resources and Professional Learning for Meaningful and Rigorous Science Education”

August 18, 2025 Meeting

Attendance – Geraldine Cochran, Tino Nyawelo, Sandro Cunsolo, Ashley Carter, Brianne Gutmann, Diana Sachmpazidi, Brad Conrad, Amy Furniss, Gay Stewart

Welcome – Geraldine Cochran

Report from Nominating Committee – Tino Nyawelo

In late July, Daniel Claes (Vice-chair FEd Nominating Committee and Past-Chair of the Forum on Education) sent out solicitation email to APS Section Officers (NTSS, NWS, PSAPPS, SESAPS, TAOAPS and EGLS) and asking them to consider running for Office in the APS Forum on Education. The following members expressed interest in running:

- Ronald J. Tackett (EGLS Chair): running for APS-AAPT Member and Member-At-Large positions
- Edw. S. Ginsberg, Assoc. Prof. of Physics at UMass Boston: running for APS-AAPT Member and Member-At-Large positions
- Fahd Ali Ahmed Abdulwahab Al-Fatesh: running for position in FEd
- Dr. Mary F. Kidd (SESAPS Past Chair) considering running for member-at-large next year.

We still need candidates for Vice Chair and Secretary/Treasurer.

- From Ashley – You might ask Natasha Holmes (Cornell) for Vice Chair, or browse our page of [past officers](#) for Members at Large – these people would be familiar with FEd and would be good for the Chair line or Sec/Treasurer. Look at our page of [past winners of FEd Mini-grants](#) to see if any of those people might be interested in being a member at Large.
- From Brad - I recommend Matthew Wright from Adelphi mwright@adelphi.edu or Kiril Streletzky k.streletzky@csuohio.edu or Shannon Clardy CLARDYS@hsu.edu

Report from Membership Committee – Geraldine Cochran

- Nothing to Report
- gC still waiting to co-develop membership survey with CoE Incoming Chair – need to meet with that chair about the survey and then will convene the committee

Report from Program Committee – Amy Furniss

- We finalized the sessions for the APS Global Physics Summit 2026
- We sent invites for speakers to Rebeckah Fussell-Cornell, Ozlem Akcil Okan - Michigan State, Eliza Morris - Cal-State Sacramento (accepted), Tino Nyawelo - Utah (accepted), Paul Cottle - Florida State (accepted), Enrico Ruiz-Ramirez - Univ California - Santa Cruz
- Plan to have it finalized by Sept 5 deadline.

Questions: Are all of the slots in the session filled? We will probably start getting requests to co-sponsor sessions. Be careful about number of invited speakers, because the award sessions count towards the total. There is a work-around if you want more invited speakers—you can have sessions with contributed talks and have one invited speaker in that session.

Newsletter Update – Sandro Cunsolo

- Newsletter is complete and online. We are accepting contributions for the next one. October 15th is the next deadline.
- Themes: No theme just yet.
- FTI article.
- QM: Quantum Teach
- PERC Joint meeting – [Bethany Wilcox and Josie Meyer](#) gave a talk on what to include in a Quantum Course.

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- We are under budget for travel reimbursements for the meeting now that we only have one meeting. Suggest sending Chair line and grad student for next year AND volunteer for Squishy Science Sunday.
 - Passes and we have quorum, 8 yes, 1 abstention from Amy Furniss.
- Request for money for Workshop –From Marty Baylor (Carleton) I wanted to thank you all for your support for my Practicing Professionalism workshop last year at the Global Summit in Anaheim. I had ~30 people sign up and 25 people who actually attended. Last year, I started thinking about the workshop in late August and scrambled to pull everything together at the last minute. So I thought I would reach out sooner this year to see whether FEd, FDI, and GPER would be willing to support the workshop again. Last time we supported half the workshop cost (\$600), and FDI and GPER put in the rest.
 - Approved and we have quorum, 9 yes.

Squishy Science Sunday – Ashley Carter

We need someone to be our representative to this committee. Great group of people that you would be working with, led by Rae Robertson-Anderson.

- DSOF - **Emanuela Del Gado** Emanuela.Del.Gado@georgetown.edu, Rae Robertson-Anderson randerson@sandiego.edu
 - DSNP - Nidhi Pashine npashine@syr.edu, Shubha Tewari tewari@umass.edu
 - DBIO - Elena Koslover ekoslover@physics.ucsd.edu, Sreeja Sasidharan srs621@lehigh.edu
 - DPOLY - Kōnane Bay konane.bay@colorado.edu, Thomas O'Connor thomaso@andrew.cmu.edu
 - FEd - ???
 - FOEP - Moumita Dasgupta dasgupta@augsborg.edu, Bellave Shivaram bss2d@virginia.edu
 - DCOMP - Betül Pamuk bp13@williams.edu
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- This is the Sunday before the global summit. We used to go to the school and put on demonstrations and teach students at the school. Now we have it at the local convention center and have people from the area come to the conference.
 - Last year the attendance was high. So, it's going well and it's becoming a lot more organized.
 - We need someone from FEd to come help with the show. In the past, FEd people didn't go to the Global Summit meeting. So, Brad and I tried to do a whole

promotion for people all over the country, but that didn't work. We need people who are going to go to the meeting and we need to just give them a travel reimbursement.

- I strongly encourage this. It's a great event, but whoever is going to help. Someone needs to be on site for it to be a thing. So, we should pay for someone to go.
- Who is interested in joining?
 - Brianne G. is interested in doing this!
 - Anyone else:

New Business

- Gay Stewart – Council Report – Doing research on effects of AI. Most of the focus has been on funding and making sure people are still able to do science, but starting to shift focus. Next meeting is in September.
- Brianne Gutman - Concern about the current funding landscape. This has been more GPER focused. AAPT has stepped up and people want to know if APS can do something similar. Would like APS to take a stronger stand.
 - APS has spent a lot of time and money into supporting things. They paid someone to help with writing an op-ED to a senator.
 - The coalition is working on things that won't cause the federal government to say no. If 70% discount on NSF budget had gone through, then we would have no chance for doing the other things. So, we didn't focus on that. The idea at APS trainings was not to piss them off, but talk about the importance of science and having a large workforce in science. So, they chose not to do what AAPT did. I hate to say this, but AAPT got decimated. So, unless their legal battles are successful, they will be in serious trouble. Things became very public. APS still has programming that we find valuable. They've made a point not to do anything about type of research. It's all top-line, keep the research funded. Then give personal examples. Like Gay talked about poor, rural Western Virginia. There is a large effort. Internally, APS has doubled down on equity.

July 10, 2025 Meeting

In Attendance: gC, Dan Claes, Tino Nyawelo, Vasudevan Lakshminarayanan, Ashley Carter, Clausell Mathis, Amy Furniss, Gay Stewart, Diana Sachmpazidi, Brianne Gutmann,

- Welcome! (gC 5 minutes)
 - [Advocacy for Physics and for Physicists: Results of an Informal Survey of American Physical Society Members in 2025](#)
 - Representation across other Units
 - COE - 3 members of Chairline
 - Brianne - GPER: BG is teaching and will be 15 min late, so some asynchronous updates: GPER is working on regular business, plus simplifying the mini-grant award applications, thinking big picture about how to respond to lost funding in PER, if there are ways for GPER to help // curate resources, etc.
 - Diana - FOEP – forum on Outreach and Engaging the Public, CSWP
 - What other units should we naturally connect with?
 - FDI - forum on diversity and inclusion – we need representation on that
 - CSWP - Committee on Status of Women in Physics – Diana
 - COM - Committee on Minorities, May be combined with CSWP in the future

- Nominating Committee Report – Tino Nyawelo

In March, the vice-chair met with our Past-Chair, Dan Claes and talked about the nomination committee. After that, the vice-chair requested FEd membership list from APS, and sent an invitation to 8 members to consider serving on the Nominations Committee.

In late May, the vice-chair provided a short-list of members (3-4 individuals) who will be appointed by the APS Chief Executive Officer to the Nominations Committee. APS appointed Eric Kuo from University of Illinois Urbana-Champaign to serve in the nominating committee. The Nominating Committee members are:

- Chair: Tino Nyawelo, University of Utah,
- Vice-chair: Dan Claes, University of Nebraska-Lincoln,
- General member at large in 1st year: Vengu Lakshminarayanan, University of Waterloo,
- APS/AAPT member at large: Amy K Furniss, University of California Santa Cruz,
- Eric Kuo, University of Illinois Urbana-Champaign (appointed by APS Chief Executive Officer)

In late June, the vice-Chair sent out an email to the entire FEd membership soliciting nominations for the FEd Executive Committee. Two FEd members

expressed interest in running for leadership positions. Current positions open for nomination:

- Vice Chair, 4-year term
- Secretary/Treasurer, 3-year term
- Members-at-Large, 3-year term
- APS-AAPT Member-at-Large, 3-year term

Nomination Committee 1st Meeting will be held on Tuesday, July 15, to select names from the nominations and to drum up more nominations as needed.

Did we email the 8 members that replied to be on the Nominating Committee about whether they would like to be on the FEd Exec. Committee? Yes, we emailed, but they didn't email back, so that isn't a good sign.

Everyone on the FEd Exec Committee needs to help email people to see if they would like to run.

If we get several people to say yes to a position, have them talk to the person doing the job now. Tino will talk to Vice Chair, Vengu and Amy will talk to Member-at-large, Ashley will talk to Sec/Treas.

- **Honors/Awards Committee Report - Daniel Claes**

Over the past month, the Forum on Education's Awards Subcommittee (G. Cochran, B. Conrad, C. Pennypacker, D. Claes/chair) has completed its review of the nominations for the honors and awards that are governed by our Forum and makes the following recommendation to the Forum's Executive Committee for their approval.

Award: Forum on Education Fellowship

Recipient: **Arlene Paige Maclin**, MacSmith STEM Enterprises (Washington, DC)

Citation: "For outstanding professional support to students and young faculty, by engaging them fully in the science and engineering enterprise through internships, fellowships and other awards which has earned the moniker 'professor of everything'."

Among the 1st generation of women receiving a graduate physics degree in the U.S., Arlene has been a strong advocate for the broader participation by women and minorities in physics and engineering her entire career. The committee noted her strong advocacy first as an NSF program director, Senior Applied Research Physicist at the Central Intelligence Agency, and then member of the APS Committee for Minorities, and Committee on the Status of Women. She proved a strong proponent of education, establishing undergraduate and graduate programs at Norfolk State University and

creating the curriculum for optical engineering degree, taking advantage of her professional network to secure undergraduate summer internships at CERN, DOE, and NASA, REUs at major research universities, and cultural immersions in China, Morocco, Egypt, and India, supported by grants from the Office of the Director of National Intelligence. Arlene has been a force within the community in support of physics education at HBCUs. She has made huge strides in supporting education at the K-12 level and general interest within the field. The research she pursued around mentoring and undergraduate research are exemplary.

Award: Jonathan F. Reichert & Barbara Wolff-Reichert Award for Excellence in Advanced Laboratory Instruction

Recipient: **John Essick**, Reed College

Citation: “For creating an inclusive undergraduate physics education program in the classroom and laboratory settings that captures the imaginations of undergraduate students to perform fundamental research in preparation for a life of research.”

Committee members were impressed by an extraordinary list of lifetime accomplishments, which according to one of his supporting letter-writers had “a profound influence on the teaching of experimental physics across the country and, increasingly, around the world, through his books, his talks and workshops at the AAPT and APS and elsewhere, his participation in ALPhA (the Advanced Laboratory Physics Association), and his decade-long service as the Editor of the ‘Instructional Laboratories and Demonstrations’ section of the American Journal of Physics.” In the latter, according to the previous editor and current editor-in-chief of the AJP, John has exhibited painstaking editorial attention and excellence in his solicitation and selection of journal articles. Another writer adopting his methods found his was “the most complete Advanced Lab course that I know of, covering around three dozen experiments across basically all areas of experimental physics.”

Essick is an active, and long-time member of the Advanced Laboratory Physics Association (ALPhA) and the American Association of Physics Teacher’s (AAPT’s) Advanced Laboratory Taskforce (ALTF) that preceded it. He continues to run workshops for ALPhA. “John wrote the book—‘Hands-On Introduction to LabVIEW for Scientists and Engineers’—that was (and still is) the go-to instruction manual for scientists seeking to, e.g., control instruments or use a computer as an oscilloscope, and he integrated that content into his laboratory teaching” noted another of his letter-writers. Issued by Prentice-Hall in 1998 and later by Oxford University Press, the book is in its fourth edition – having trained untold numbers of students in computer-based data acquisition and instrumentation control. More recently “The Python-Based Laboratory” has been released by Oxford University Press in late 2024.

Award: Faculty Award for Research at an Undergraduate Institution

Recipient: **Daniel Pitonyak**, Lebanon Valley College

Citation: For creating an inclusive undergraduate physics education program in the classroom and laboratory settings that captures the imaginations of undergraduate students to perform fundamental research in preparation for a life of research.

The FEd Awards Committee members all agreed that the nomination and supporting letters were exceptionally strong. They all identify Pitonyak as “one of the top junior theoretical physicists in the world”, widely recognized for his work on the spin and inner structure of the proton. His work on the perturbative QCD calculations of transverse single-spin asymmetries (TSSAs) in the hadronization of partons has earned him the P in the KPS-CTT designation of the novel evolution equations that he first derived and solved. “What makes this work particularly remarkable is that Daniel involved undergraduate students – through the intricacies of numerical evaluations of convolution integrals, global analysis of experimental data, and Python-based implementation of the full QCD global fit.” These students were actively involved, and in the words of someone who has collaborated with several of them “I have consistently been impressed by the quality of their preparation and their dedication, which is a clear testament to Daniel’s mentorship.” Identifying and spinning off projects suitable for undergraduates that can effectively engage them, and providing the guidance for them to successfully complete them can be a difficult task for a high energy theorist. That he does it time and again for such a large number of students (17 in the past half dozen years, many of whom are co-authors on publications) is a testament to his creativity and talent. In the words of another reviewer, he is “an exceptionally passionate researcher, and his enthusiasm is truly infectious. Daniel has excelled in mentoring undergraduate students, which comes naturally to him.”

Notes: The paucity of nominations, particularly for FEd Fellowships is disappointing. We were allocated 4 fellowships to award. At Geraldine’s suggestion I reached out to GPER which she understood to have a surfeit of nominees this cycle, to see if any of them are worthy of a Fellowship, but perhaps one more suitable as a FEd award (We have in the past recommended FEd nominations to GPER and FDI, for example). The formal process is that APS staff ask the suggested unit (in this case FEd) if they would accept the transfer and then ask the nominators if they agree. I discussed this possibility with GPER Awards Committee Chair Michael Loverude who would check with his committee members, but no candidates were recommended to us.

In addition to getting the spring newsletter with our call for nominations out more promptly (the nomination deadlines were June 2 this year) we should ask our Executive Committee Members to encourage nominations by and among their own circle of collaborators.

There was some discussion about who could solicit nominations. If you are on the FEd Exec. Committee you can, but not if you are on the Awards committee.

We don't have as many nominations for Fellowships as other units. Perhaps it is more prestigious to get it through a research division rather than FEd. There is talk that we might not get our four slots.

- Program Committee Report – Clausell Mathis
 - [Link to program committee report](#)

Numbers of Sessions – When you look at your # of sessions, make sure that you are counting the awards sessions in your overall number. Otherwise you might make too many sessions.

Session Topics – Clausell put in the topics for sessions in both the April and March sections and these are the same because we are having Global Summit again. These are the session categories that we put in.

2025 Sorting Categories	Abstract Count	Count w/same as	2026 Sorting Categories
27.0 Physics Education (FEd)	0	0	Technology based instruction
27.00.00 FEd Symposium Invited Speaker (Invitation Only)	1	1	Graduate Education
27.01.01 Teaching Quantum Information at All Levels (FEd, DQI) [same as 17.01.34]	8	13	Undergraduate Education
27.03.00 Pre-Service Teacher Preparation	0	0	Professional Development and Workforce Training
27.04.00 International Science Education	0	0	K-12 Education
27.05.00 K-12 Education	2	2	Inclusive Classroom and Program Policies
27.06.00 Undergraduate Education (For Undergraduate Research, See 34.0)	7	7	Physics Education: General

FPS					
2025 Sorting Categories	Total abstracts	Orals In Person	Orals Virtual	Posters In Person	Posters Virtual
N00. Physics & Society - Invited Sessions	0	0	0	0	0
N01. Public Policy: General	4	2	0	2	0
Sub-Total	0	0	0	0	0

Question on Prioritized Emerging topics

- **Prioritized Emerging Topics:** The committee identified high-impact themes for 2026 sessions, including:
 - AI and Large Language Models in Physics Education
 - Workforce Development in Physics
 - DEI-focused strategies for K-12 and undergraduate instruction
 - Successful bridge programs (e.g., Cal-Bridge, Lamat)
 - Active learning innovations and technology-based instruction

We had a Bridge programs session last year that wasn't well attended—but it was early in the morning and it didn't say Bridge program in it. So for this meeting, perhaps this will work if it says Bridge program in the name.

- Newsletter Update – Sandro Cunsolo

The Spring 2025 issue of the FEd Newsletter is currently in production and will be posted soon. This is my first issue as Editor-in-Chief of the FEd Newsletter, and I want to take this opportunity to thank everyone who has helped me transition into this new role. I am particularly grateful to my predecessor, Jennifer Doktor, for her dedicated service as Editor-in-Chief and for her invaluable guidance during my transition. My hope is that this newsletter inspires you to enhance your role in promoting physics education beyond our universities.

This issue features a message from the Chair, who emphasizes the vital role of education and introduces the members of the FEd community. I fully share her concerns about the challenging times our community is facing. The Councilor provides updates on the APS GPS meeting, while the message from the past chair offers a helpful summary of awards within our community. Lowell McCann informs us about the Alpha Full Immersion initiative, summarizing its history and achievements. Sarah Parker highlights the TeachQuantum initiative at the University of Wisconsin-Madison, which aims to train high school teachers in quantum physics through hands-on laboratory experiences in the Department of Physics. Alma Robinson introduces two teacher preparation programs. The first is the Visiting Scientist Program, further discussed by Jolene Johnson, in which physics faculty deliver engaging lectures on various aspects of physics at high schools. The second is the QuarkNet initiative, described by Shane Wood, which consists of a network that engages teachers in authentic physics research activities, allowing them to bring these experiences into their classrooms.

***If you have ideas for future newsletter themes or would like to contribute an article, please email me. I encourage you to share your thoughts on future themes or contribute articles that can enrich our community. Your input is invaluable!

- Budget Report – Ashley Carter

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- Meeting Reimbursements – Still need Chair and Grad student to turn in receipts from Global Summit meeting if they have it. Right now this line is low.
 - gC - no reimbursement needed for Chair, Bouchet award + COE covered my outstanding travel expenses.
- Incidentals – We approved \$1000 for wiki fee that hasn't come in yet and will go in incidentals, so that line is on track
- Squishy Science – We will give funds to Squishy Science in the Fall, so that line is on track.
- Mini-Grants – Sec/Treas. approving lots of items and so we should see those show up soon.

Question – When should we hold the Mini-Grant Application deadline?

We will hold the next round to have applications in Nov. 15 and then have awards out for 2026 before the new secretary starts.

Question – What is the meeting reception? Just says Anaheim Marriott reception-general.

ACTION ITEM: Geraldine will talk to Crystal at APS on what this line item is.

02/28/2025 Executive Committee Meeting - Annual Onboarding

FEd Executive Committee Meeting

2:30-3:30 pm EST

Attendance: Daniel Claes, Ashley Carter, Amy Furniss, Alessandro Cunsolo, Tino Nyawelo, Kasia Pomian Bogdanov, Geraldine Cochran, Diana Sachmpazidi, Clausell Mathis, Brianne Gutmann, Gay Stewart, Vengu Lakshminarayanan

1) Onboarding - Geraldine (5 minutes)

Give an overview of FEd and tell newcomers about the Committee work

Welcome to:

Tino Nyawelo (University of Utah, Theoretical Particle Physics, PER)

Vengu (University of Waterloo, appointments in physics, computer science and optometry and visual science)

Kasia Pomian Bogdanov (Northwestern, grad student, studying physics teachers)

Amy Furniss (UC-Santa Cruz, designing transparent course structure to decrease gap between what students enter with and what they leave with)

Geraldine Cochran (Ohio State University, Chair of FEd!)

Gay Stewart (West Virginia University, experimental particle physics and then moved into PER, helped launch PhysTEC, Councilor for FEd and GPER and FOEP – our representative to Council)

Brianne Gutman (San Jose State, sit in on GPER council meetings as well)

2) Committee Appointments - Geraldine

Nominal Committee Assignments are below..

[Honors/Awards](#) - We have several awards and slots for Fellows.

- [Reichert & Reichert Award for Excellence in Advanced Laboratory Instruction](#)
 - Deadline early June
 - Selection has to be back in August. So, please, coordinate to stay on top of this.
- Excellence in Physics Education
- Award for Improving Undergraduate Physics Education
- Donor wants to donate money to FEd in honor of Stephanie Chastain – This is back in our court. Geraldine will share with the sub-committee
- The lead (Past Chair) should coordinate with the Programming Lead (Chair-Elect) to ensure if there is a talk(s) that they are scheduled in a session at the APS GPS meeting.

- (4 people)
 1. Lead - Past Chair (Dan C.)
 2. Vice - Chair (Geraldine C.)
 3. General member at large in 3rd year (Carlton P.)
 4. APS/AAPT member at large in 3rd year (Brad C.)

Membership -

- Works on activities assigned by chair or solicits projects from the membership.
 - a. ["The Membership Committee is tasked with addressing special requests from the members and with creating and implementing initiatives to increase Forum membership."](#)
 - b. gC would like to focus on updating bylaws and also addressing some questions that have come up for the committee over the last two years
 - Our unit is maxed on awards, we need to know if there will be a change regarding this.
 - We need to get more clarification on our number of awards and need to move forward on our new award from our new donor.
 - The councilor position for FEd also represents the other units, but they don't have voting rights and they've grown in size.
 - This would be a governance reconstruction. That would involve changing the number of counselors or redoing the process. Whatever we decide, Gay can bring up at the APS Council meeting.
 - Strengthening relationship between FEd and other units
 - One thing is to make sure that we have representation in FOEP and GPER (we can also send messages through the councilor).
 - Better communication in general about our activities.
 - FEd Executive Committee Website is outdated and should be updated
 - Membership committee will meet separately.
- (6 people)
 1. Lead - Chair (gC)
 2. Vice - Chair-Elect (Clausell M)
 3. General member at large in 2nd year (Diana S.)
 4. APS/AAPT member at large in 2nd year (Brianne G.)
 5. Grad student member (Katarzyna B.)
 6. Secretary-Treasurer (Ashley C.)

Programming –

- In charge of creating FEd programming for 2026 APS GPS

- Should create sessions or solicit session topics – selecting the categories is really important because if those categories are well designed then it is easy to slot all of the contributed talks
- Also can co-sponsor sessions with other units and then only have to use ½ a session.
- Should vote to approve sessions
- Should work with organizers to ensure every invited session has a filled slot and work with the Chair Elect to ensure that any mixed sessions (invited and contributed - including award sessions) are a good fit
- Should also chair sessions at the 2026 APS GPS if attending
- First thing that is due is the categories for the sessions, which is due May 1.
- Lead on the Committee also will be on the APS Annual Meeting Planning Committee
- Might want to assign a couple of people to be in communication with the other units to schedule the talks.
- (8 people)
 1. Lead - Chair Elect (Clausell M.)
 2. Vice - Vice-Chair (Tino N.)
 3. 1 person from FOEP (Shivaram?)
 4. Grad student member (Katarzyna B. *Kasia*)
 5. General member at large in 1st year (Vasudevan L. *Vengu*)
 6. General member at large in 3rd year (Carlton P.)
 7. APS/AAPT member at large in 1st year (Amy F.)
 8. APS/AAPT member at large in 3rd year (Brad C.)

Nominating -

- In charge of gathering nominations for elections for next year.
- Should provide nominations directly to the lead (Vice-Chair) and also support the Vice-Chair in sending information to potential candidates.
- Should make sure the election happens in a timely manner so that new members can join January 1.
- The committee should help beat the bushes for people to run.
- (5 people)
 1. Lead - Vice-Chair (Tino N.)
 2. Vice - Past Chair (Dan)
 3. 1 person from APS exec comm.
 4. General member at large in 1st year (Vasudevan L., *Vengu*)
 5. APS/AAPT member at large in 1st year (Amy F.)

Mini-Grant- (3 people)

Lead - Secretary/Treasurer (Ashley)
 Vice - Chair (Clausell)
 Chair elect

- Appointee to FOEP - Member at Large - 2nd year
- Appointee to GPER – AAPT/APS Member at Large - 2nd year

	Honors	Membership	Program	Nominating	Mini-Grant	Appointee
Past Chair	X - Lead			X - Vice		
Chair	X - Vice	X - Lead			X	
Chair Elect		X- Vice	X - Lead			
Vice Chair			X - Vice	X - Lead		
Sec/Treas		X			X - Lead	
Councilor						
Member at large - 1st			X	X		
Member at large - 2nd		X				To FOEP
Member at large - 3rd	X		X			
AAPT Member at large - 1st			X	X		
AAPT Member at large - 2nd		X				To GPER
AAPT Member at large - 3rd	X		X			
Grad student		X	X			
FOEP member			X			

3) Budget Report - Ashley

For the last two years, I have presented at this meeting about the budget without knowing the budget! Things at APS have not caught up (still 6 months behind), but at least we know what to expect. Budget numbers are below. I have moved our spending on Mini-Grants to the correct year.

	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2025 Actual
Account Balance in Jan. (June) – APS balances are not correct until June		20,116.86 (69,951.84)		312.32 (58,993.22)		(60080.43 Nov. 2024)
Expenses						
Meeting Reimbursements	7,000	6010.64 (Chair, Chair Elect)	7,000	8786.14 (Chair, Chair Elect, Grad student travel)	15,000 (Chair, Chair elect, Vice chair , grad student, past grad student)	
Mini-Grants	40,000		30,000 10,000	1415.37 (Gen - Misc) 2589.13 (printing) 937.50 (stationery) 1798.00 (programs - outreach) 375 (programs travel) 400 (bus rental) 375 (food) = 7890.00	25,000	

Squishy Science			3,000	3000 (programs - other expenses)	3,000	
Incidentals	3,000	458.44 (mtg reception) 209.61 (mtg alcohol) 1000 (program - mtg fee, wiki scientists) = 1668.05	3,000	2000 (mtg reception)	3,000	
TOTAL Budget	10,000	7678.19	23,000	21,676.00	46,000	

FEd decided it would like to send 5 people to APS Global Summit in 2025. But, which 5 people?

Proposal – FEd will reimburse travel expenses for the chair, chair elect, vice chair, grad student member, and past grad student member for the APS Global Summit. If the meetings split into March Meeting and April Meeting again, then we will have to revisit this decision. – unanimous.

Next year (2026) budget for Mini-grants is \$25,000.

4) Squishy Physics at March Meeting - Ashley and Brad

[Squishy Science Sunday](#) will take place at the Global Physics Summit. This is an event co-sponsored by DSOF, GSNP, DPOLY, DBIO and FOEP. They have a series of hands-on activities planned for K-12 and community college students.

The ask:

- Money: \$3000 in funding – should we just plan this into our budget
- Advertising: We would send an email to the FEd listserv advertising the event and requesting volunteers
- Volunteers: We need two volunteers to serve as liaisons to the committee. Also, our portion is to run the Squishy Science Challenge. Ashley and Brad did it last year.

5) Newsletter Editor update – Sandro

We have a new Newsletter Editor. Welcome Alessandro Cunsolo from Brookhaven! Updates/Reminders for the Newsletter.

Alessandro Cunsolo (University of Wisconsin - Madison, scientist and then moved to medical school to become a teaching a faculty)

6) Membership Committee – Geraldine

7) New Business

Next meeting of the full committee?


01/17/2025 Chair meeting

Attendance: Geraldine, Ashley

Committee meeting – Let's try for the first three weeks in Feb. Fridays 12-7 EST, Wed 6:30-9:30 pm, and Thursday 2:30-5 pm are good times for Geraldine.

ACTION ITEM: Ashley will send a poll to the Executive Committee when the election closes. DONE!

Onboarding – Geraldine will run the onboarding meeting. Slides from last year are here:

 Forum on Education Kickoff meeting.pptx

FEd Executive committee email list – fedexec@aps.org

ACTION ITEM: Ashley is going to send APS the new members emails for the list once the election closes. DONE!

Committee appointments – Committee appointments are below. Two years ago we asked for people to self-appoint to committees. Geraldine is thinking about sending a poll to ask for input on assignments.

Honors/Awards - (4 people)

Lead - Past Chair

Vice - Chair

General and APS/AAPT member at large in 3rd year

Membership - (6 people)

Lead - Chair

Vice - Chair-Elect

General and APS/AAPT member at large in 2nd year

Grad student member

Secretary-Treasurer

Programming– (8 people)

Lead - Chair Elect

Vice - Vice-Chair

1 person from FOEP

Grad student member

General and APS/AAPT member at large in 1st and 3rd year

Nominating - (5 people)

Lead -Vice-Chair

Vice - Past Chair

1 person from APS exec comm.

General and APS/AAPT member at large in 1st year

Mini-Grant- (3 people)

Lead - Secretary/Treasurer

Vice - Chair

Chair elect

Appointee to FOEP - Member at Large - 2nd year

Appointee to GPER – AAPT/APS Member at Large - 2nd year

	Honors	Membership	Program	Nominating	Mini-Grant	Appointee
Past Chair	X - Lead			X - Vice		
Chair	X - Vice	X - Lead			X	
Chair Elect		X- Vice	X - Lead			
Vice Chair			X - Vice	X - Lead		
Sec/Treas		X			X - Lead	
Councilor						
Member at large - 1st			X	X		
Member at large - 2nd		X				To FOEP
Member at large - 3rd	X		X			
AAPT Member at large - 1st			X	X		
AAPT Member at large - 2nd		X				To GPER
AAPT Member at large - 3rd	X		X			
Grad student		X	X			
FOEP member			X			

Budget –

We essentially get \$26k per year from APS (\$20k as long as we are under \$60k and \$6k due to our investment income). Unfortunately, APS budget reports have really lagged (it took until June 23 to get reports for Jan 23, and it took until June 24 to get reports for Jan 24) so it was hard to know what to budget. This year, we will assume we have our ending 2024 balance. In addition, I will not include Revenue and just include Expenses.

	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	2025 Actual
Account Balance in Jan. (June) – APS balances are not correct until June		20,116.86 (69,951.84)		312.32 (58,993.22)		(60080.43 Nov. 2024)
Expenses						
Meeting Reimbursements	7,000	6010.64 (Chair, Chair Elect)	7,000	8786.14 (Chair, Chair Elect, Grad student travel)	15,000	
Mini-Grants	10,000		30,000	1415.37 (Gen - Misc) 2589.13 (printing) 937.50 (stationery) 1798.00 (programs - outreach) 375 (programs travel) 400 (bus rental) 375 (food) = 7890.00	30,000	
Squishy Science			3,000	3000 (programs -	3,000	

				other expenses)		
Incidentals	3,000	458.44 (mtg reception) 209.61 (mtg alcohol) 1000 (program - mtg fee, wiki scientists) = 1668.05	3,000	2000 (mtg reception)	3,000	
TOTAL Budget	20,000	7678.19	43,000	21,676.00		

Newsletter Editor – We have a new Newsletter Editor! Sandro Cunsolo.

ACTION ITEM: Ashley will send an email to the new Editor and Geraldine and just make sure everything is all set. DONE!

Squishy Science – We should vote on whether or not to support Squishy Science every year with \$3k. Last year units that gave were DSOFT, DPOLY, GDNP, DBIO, FEd, FOEP.

Membership Committee – Geraldine is interested in working on communication with membership.

Mini-Grants – Members of the committee are Sec/Treas, Chair, and Chair elect, which is Ashley, Geraldine, and Clausell. In 2023, we had 8 personal Mini-Grant applications, and we had 8 project Mini-Grant applications. We funded 5/8 Project Mini-Grants (scores of $\frac{3}{4}$ or higher were funded) and 6/8 Personal Mini-Grants (scores of $\frac{3}{4}$ or higher were funded). Issues:

- 1) Need to run the Oct. 2024 grant cycle now. Do you want me to open it now and close it Feb. 28?
- 2) We gave out \$10k in Oct. 2023 and we reimbursed \$7890 in 2024. So we are using about 75% of funds. We have \$30k to give out this year. Should we fund proposals at 100% this year? Should we have a higher funding rate? YES and YES?

ACTION ITEM: Ashley will send Geraldine and Clausell email about Mini-Grants. DONE!

Nominating Committee – Geraldine is going to meet with Clausell about the Nominating committee at the APS Leadership meeting.

ACTION ITEM: Geraldine will meet with Clausell and talk to Tino.

Ashley will remind Dan to meet with Tino. DONE!

09/06/2024 Nominating Committee Meeting

- Final List of Nominees
 - We discussed nominees for the following positions ([list of nominees in this google sheet](#))
 - Brianne will email the people who signed up for multiple roles
 - Clausell will do some poking to see if we can get more interested folks, especially for student position
- Clausell will reach out to the potential nominees for their image and a bio.
 - Vice Chair (a 4-year Chair line)
 - ~~Choueair, Cierra~~
 - ~~Ordonez, Carlos~~
 - ~~Burkholder, Erie~~
 - ~~Laura Rios~~
 - Tino Nyawelo
 - Councilor (a 4-year term)
 - ~~Choueair, Cierra~~
 - ~~Ordonez, Carlos~~
 - Stewart, Gay
 - Susan Blessing
 - Member-at-Large (a 2-year term)
 - Furniss, Amy
 - Johnston, Mark
 - Lakshminarayanan, Vasudevan
 - ~~Assi, Hiba~~
 - ~~Choueair, Cierra~~
 - Kasirajan, Venkat
 - ~~Mowgood, Iris~~
 - Delgado, Andrea
 - APS-AAPT Member-at-Large (a 2-year term)
 - ~~Knight, Randy~~
 - ~~Mowgood, Iris~~
 - Student Member (a 2-year term)
 - ~~Bautista Leon, Jose Francisco~~
 - ~~Kasia Pomian Bogdanov~~
 - ~~Dennis Calderon~~

08/21/2024 Executive Committee Meeting

FEd Executive Committee Meeting

Attendance: Gary, Dan, Ashley, Susan, Geraldine, Brianne, Danielle, Brad, Laurie, Carl

1) Report from Nominating Committee – Clausell Mathis

- Clausell could not attend the meeting because of faculty orientation
- Members of the nominating committee met on 6/13
- We discussed nominees for the following positions ([list of nominees in this google sheet](#))
 - Vice Chair (a 4-year Chair line)
 - Choucair, Cierra
 - Ordonez, Carlos
 - Councilor (a 4-year term)
 - Choucair, Cierra
 - Ordonez, Carlos
 - Stewart, Gay
 - Susan Blessing
 - Member-at-Large (a 2-year term)
 - Burkholder, Eric
 - Furniss, Amy
 - Johnston, Mark
 - Lakshminarayanan, Vasudevan
 - Assi, Hiba
 - Choucair, Cierra
 - Kasirajan, Venkat
 - Mowgood, Iris
 - Delgado, Andrea
 - APS-AAPT Member-at-Large (a 2-year term)
 - Knight, Randy
 - Mowgood, Iris
 - Student Member (a 2-year term)
 - Bautista Leon, Jose Francisco

Generally, all in attendance were comfortable with the list. Many of these folks were unknown but there is no reason to prevent them from running.

Some folks seem confused about what position they want to run for. Some wrote their current positions.

Comments:

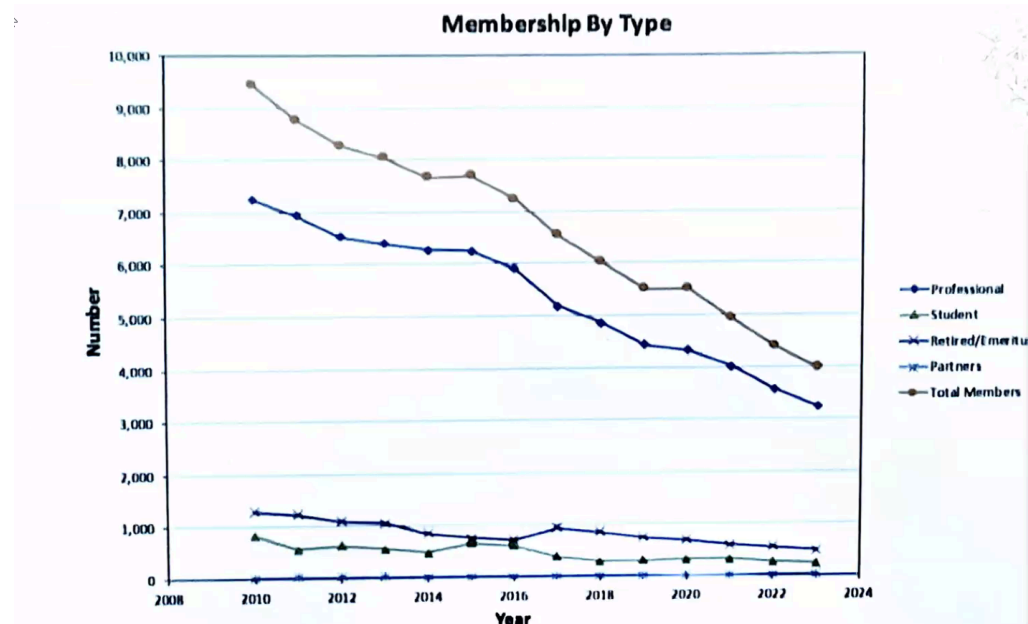
–People can only run for one position.

- Those running for Councilor, should contact Laurie.
- Those running for Vice-Chair, should contact Dan.
- Some people were on the committee, but hadn't met with the committee.

ACTION ITEM– Ashley will follow up with Clausell offline about these comments. DONE!

2) Report from Membership Committee – Daniel Claes

- Working with AAPT to try to stop dropping enrollments. “Professional” membership type (high school teachers and univ/college professors) is dropping.



Things committee is thinking about:

- This is a larger trend that is not just impacting the AAPT, but still would like to counteract it.
- Committee is thinking about ways to attract high school teachers, trying to connect with Rachel Ivie.
- Committee is thinking about ways to blend APS/AAPT meetings.
- Support physics teachers with funding to go to meetings – FEd members that are teachers can apply for Personal Mini-Grants.
- Dan Claes met with Adam Lamme at APS who is the Ed Program Lead.

Comments:

- Laurie is co-chairing the task force that was commissioned by CEO's from AAPT and APS. Goal is to have a report by Summer 2025 and task force is starting now.
- Could we bring back local workshops for high school teachers on research happening in physics currently? We are doing Squishy Science. AAPT already does workshops for high school teachers at their meeting. Ed Lee used to do APS/High school workshops at APS Teachers Day,

chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://damop2010.rice.edu/images/highschool.pdf

–Can we have a couple of undergrads do a senior thesis on this issue and possible mitigation strategies?

3) Report from Honors/Awards/Fellowships Committee – Susan Blessing

–We need more people on the Committee. We had 4 members on the committee, but 1 recusal, so we need 5 members next year.

–Fellows – We have 5 Fellowship slots and received 3 nominations. One person was more appropriate through a different unit, so we approved two fellows.

–Reichert Award – we had 1 really good nomination and that was an easy choice.

–Excellence in Physics Education – We had a tough choice on this one and lots of really good nominations. We hope they submit the nominations again.

4) Report from Program Committee – Geraldine Cochran

–5 Sessions at the Global Summit:

- Graduate Students As Changemakers in Physics Departments and Beyond (co-sponsored by FGSA: Forum on Graduate Student Affairs) 0.5 FEd
- Highlights from the Special Collections of AJP and TPT on Teaching about Quantum 1 FEd
- Enhancing Undergraduate Physics Education: PICUP's National Effort to Integrate Computation (lead-sponsor is DCOMP - using a full session) 0 FEd
- National, Multi-Institutional Programs to Support Department-level DEI Initiatives 1 Fed
- The Utility of PER Validated Surveys and Inventories for Improving Education (co-sponsored through advertisement by GPER) 1 FEd

–We still have ½ a slot and we just got a request for that slot. gC will take to the programming committee later this week or next week.

–We now enter sessions into the new platform Planstone. At this time the session title, description, and the invited speakers need to be determined. gC will reach out to organizers very soon.

5) Newsletter Editor Update – Jennifer Docktor

ACTION ITEM: Ashley will contact Jennifer for update. DONE!

6) Budget - Ashley Carter

–Previously we were having issues with the total on our accounts. The total was saying \$0. I am happy to report that this was a known “feature” in the APS system. We worked with APS and hopefully this “feature” will at least be clarified to future Treasurer’s moving forward. In addition, the other “feature” is that APS takes about 4-5 months to publish the

first accounting report of the year. However, at least we have worked with them so that Treasurer's now get an email update when a report posts.

–We currently have almost \$60k in our accounts. Boo! We need to spend that money!
 Can we increase Mini-Grants to \$15k? Can we increase Wikiscientist funding to \$2k?
 Can we increase Squishy Science allocation? Should we increase meeting reimbursements to >\$10k?

Date: 08/01/24
 Time: 01:52

**The American Physical Society
 Summary Budget Report
 For The 6 Months Ended 06/30/24**

Accounting Unit : FED

Description : FED General Operations

YTD 06/30/24	YTD 06/30/23	\$ Change	Account Description	YTD Budget	YTD 06/30/24	Annual Budget	REMAINING BUDGET
\$58,993.22	\$69,951.84	-\$10,958.62	1605-0000 Funds Available from APS	\$0.00	\$58,993.22	\$0.00	-\$58,993.22
\$0.00	-\$0.00	\$0.00	1605-9920 Funds Available from APS	\$0.00	\$0.00	\$0.00	\$0.00
\$58,993.22	\$69,951.84	-\$10,958.62	Funds Available from APS	\$0.00	\$58,993.22	\$0.00	-\$58,993.22
\$0.00	\$20,000.00	-\$20,000.00	4230-1202 Dues-APS Forums/Sections	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	4472-0000 Unit Share of APS General Mtg-General	\$0.00	\$0.00	\$0.00	\$0.00
\$836.14	\$871.07	-\$34.93	4890-0000 Allocated Investment Income-General	\$0.00	\$836.14	\$0.00	-\$836.14
\$836.14	\$20,871.07	-\$20,034.93	Revenue - Total	\$0.00	\$836.14	\$0.00	-\$836.14
\$2,000.00	\$0.00	\$2,000.00	5254-0000 Reception Expense-General	\$0.00	\$2,000.00	\$0.00	-\$2,000.00
\$0.00	\$0.00	\$0.00	5255-0000 Meeting-Alcoholic Beverage-General	\$0.00	\$0.00	\$0.00	\$0.00
\$375.00	\$0.00	\$375.00	5256-0000 Other Food & Beverage-General	\$0.00	\$375.00	\$0.00	-\$375.00
\$400.00	\$0.00	\$400.00	5261-0000 Bus Rental-General	\$0.00	\$400.00	\$0.00	-\$400.00
\$375.00	\$0.00	\$375.00	5422-0000 Programs-Travel Assist-General	\$0.00	\$375.00	\$0.00	-\$375.00
\$0.00	\$1,000.00	-\$1,000.00	5426-0000 Programs-Mtg Fee Waivers-General	\$0.00	\$0.00	\$0.00	\$0.00
\$3,000.00	\$0.00	\$3,000.00	5476-0000 Programs-Other Expenses-General	\$0.00	\$3,000.00	\$0.00	-\$3,000.00
\$937.50	\$0.00	\$937.50	5910-0000 Stationery and Supplies-General	\$0.00	\$937.50	\$0.00	-\$937.50
\$433.13	\$0.00	\$433.13	5924-0000 Duplicating and Printing-General	\$0.00	\$433.13	\$0.00	-\$433.13
\$8,786.14	\$6,010.64	\$2,775.50	5962-0000 Non-Staff Travel-General	\$0.00	\$8,786.14	\$0.00	-\$8,786.14
\$415.37	\$0.00	\$415.37	5994-0000 Miscellaneous-General	\$0.00	\$415.37	\$0.00	-\$415.37
\$16,722.14	\$7,010.64	\$9,711.50	Expense - Total	\$0.00	\$16,722.14	\$0.00	-\$16,722.14
-\$15,886.00	\$13,860.43	-\$29,746.43	Net Income (Loss)	\$0.00	-\$15,886.00	\$0.00	\$15,886.00

	Proposed Budget 2025	Proposed Budget 2024	Actual Budget 2024	Proposed Budget 2023	Actual Budget 2023
MiniGrants	15,000?	10,000	4,935		
Meeting Reimburse ments	15,000?	7,000	7,978	7,000	6,678
Incidentals (speaker registrations , new initiatives)	3,000 (1000 of this to sponsor workshop?)	3,000	810 speaker registration 2,000 to Squishy Science 1000 to	3,000	1,000

			WikiCourse		
Squishy Science	2,000 + 1000 just to Squishy Science Contest				
Wikicourse	2,000				
Total	37,000	23,000	16,723	10,000	7,679

We will increase amounts to Wikicourse, Squishy Science, Meeting Reimbursement, and Mini-Grants as in table. All in favor of budget – yes.

7) Wiki Scientist course – Ashley Carter

Should we continue to support the APS Wiki Scientist program? Should we support 4 students?

APS pays money to Wikimedia to train people to update Wiki content. APS advertises the program, collects the applications, and selects the winners (though we could select our winners if we wanted). FEd just provides funding for two APS members to take the Wiki Scientist course. This year we supported:

- Edda Hobuss, Undergraduate (Junior/Senior) at The City College of New York and aspiring physics teacher.
 "Participating in the APS Wiki Scientist Course was a great learning opportunity that I enjoyed very much. Our instructor, Jeffrey Keefer, brought an excited calm to his teaching, making it all engaging and welcoming. One aspect that surprised me most was the "peer-review" process behind every Wikipedia article. Understanding this not only raised my respect for the platform, but also gave me confidence in adding information to it. This course provided me with skills and knowledge necessary to actively participate in making scientific information more accessible to the general public, something that I always strive for. I am excited to continue applying what I've learned and contributing to this great free online encyclopedia."
- Rohitashwa Kundu, Undergraduate (Freshman/Sophomore) at the Indian Association for the Cultivation of Science, Kolkata

ACTION ITEM: Yes, we will increase to \$2000 next year and sponsor 4 seats.

8) Proposal for Prize in Physics Education - Susan Blessing

Should we have a new APS FEd prize?

Draft of [proposal](#). FEd is allowed to have 1 prize, 2 awards (because the awards were present before the new rule), and 1 early-career honor. This would be our 1 prize and would be an award with a stipend of \$10,000.

- The committee worried about the difference between this Prize and the Excellence in Physics Education Award.
- We will need to restructure the Honors Committee if we say yes to the Prize.

ACTION ITEM: Susan will contact the Donor (Ted).

9) FEd sponsor workshop at March Meeting – Geraldine or Dan

Marty Baylor (Carleton College) is running a workshop at the March meeting in Anaheim. She is wondering if FEd will sponsor the workshop. To fully fund the workshop, would be \$1200. Options are: we sponsor workshop, several units co-sponsor workshop, we subsidize workshop and charge a smaller fee, workshop charges a \$100 fee per participant.

ACTION ITEM: Dan will let Marty know that FEd will fund \$600. Hopefully GPER and FDI will also fund some nominal portion. Dan has discretion to fund more of the workshop, but the committee felt strongly that they wanted some support from GPER and FDI.

10) Committee Appointments Round 3 – Daniel Claes

We will move 2 people from the Program Committee to the Honors Committee. (We had 3 people on the Honors Committee, then moved 1 more to it so there were 4 this year, but 1 had to recuse themselves and we only had 4. It would be great to have 5 people next year on this committee.

ACTION ITEM: Dan and Ashley will meet and redraw the committee assignments.
DONE!

11) Send More Executive Committee Members to March/April joint meeting – Daniel Claes

Currently we budget for two Executive Committee Members (Chair and Chair elect) to attend the March Meeting and the April Meeting. The graduate student member can attend the March Meeting or the April Meeting. This year since there is only one meeting, we should be able to reimburse travel expenses for Chair, Chair elect, grad student, and two more committee members. (Usually attendance at a meeting is \$3000 for one person.)

ACTION ITEM: We will send 5 people and will budget for 5x\$3000 per person = \$15k.
DONE!

06/13/2024 Nominating Committee

Attendees: Claussel Mathis, Brianne Gutmann, Diana Sachmpazidi, and Carl Pennypacker

Nominating Committee

- Based on this statement from the [FeD Bylaws: "The Nominating Committee is responsible for preparing a slate of candidates for each year's election. No later than August 1 of each year, the Vice-Chair shall invite, via email or the Forum newsletter, all Forum members to suggest candidates for all positions that will be elected that year."](#)
- We will discuss nominees for the following positions ([list of nominees in this google sheet](#))
 - Vice Chair (a 4-year Chair line)
 - Choucair, Cierra
 - Ordonez, Carlos
 - Councilor (a 4-year term)
 - Choucair, Cierra
 - Ordonez, Carlos
 - Stewart, Gay
 - Member-at-Large (a 2-year term)
 - Burkholder, Eric
 - Furniss, Amy
 - Johnston, Mark
 - Lakshminarayanan, Vasudevan
 - Assi, Hiba
 - Choucair, Cierra
 - Kasirajan, Venkat
 - Mowgood, Iris
 - Delgado, Andrea
 - APS-AAPT Member-at-Large (a 2-year term)
 - Knight, Randy
 - Mowgood, Iris
 - Student Member (a 2-year term)
 - Bautista Leon, Jose Francisco

Generally, all in attendance are comfortable with the list. Many of these folks are unknown but there is no reason to prevent them from running.

Some folks seem confused about what position they want to run for. Some wrote their current positions. We will follow up with them; their names are listed below.

I will need to follow up with

- Abdullah Alshuaibi

Email I sent to the members of the Fed

We are in the process of seeking members who are willing to serve on the FEd Executive Committee. For this upcoming calendar year we are looking for volunteers for the following positions:

- *Vice Chair (a 4-year Chair line)*
- *Councilor (a 4-year term)*
- *Member-at-Large (a 2-year term)*
- *APS-AAPT Member-at-Large (a 2-year term)*
- *Student Member (a 2-year term)*

FEd is an exciting forum that brings together members who have an interest in activities related to physics education, at all educational stages, from elementary to grad school and life-long learning. We fund small grants to support these efforts. We also support graduate students as leaders in these efforts and would be excited to have them join our leadership team along with all of our members who see the value of public engagement for physics. Would you be willing? Do you know of someone who you could nominate? Please send nominations to Clausell Mathis mathisc8@msu.edu by May 1, 2024.

05/02/2024 Membership Committee

Membership Committee

- 1) Brad and Ashley will be our representatives to Squishy Science. We will do the \$3k.
- 2) We will sponsor up to 4 seats of WikiScientists if the money goes to the students/attendees.--It goes to the Wikicourse. So we will sponsor 2 seats.

04/23/2024 Executive Committee

FEd Executive Committee Meeting

Attendance: Geraldine Cochran, Daniel Claes, Ashley Carter, Danielle Maldonado, Brianne Gutman, Gary White, Laurie McNeil, Clausell Mathis, Diane Sachmpazidi

- 1) Report from Honors/Awards/Fellowships Committee – Susan Blessing (not present)
- 2) Report from Program Committee – Geraldine Cochran
 - a) 6 people from FEd on the Committee, 1 person from FOEP, maybe 1 additional person from AAPT - We have a large committee for this.
 - b) Need to finalize the sorting categories for March/April soon. April meeting is in light green, March is in black.

March 2023 FEd Abstract Sorting Categories

Category	Sub-Number	Sub-Category	Type	Co-sponsors	Abstracts
(FEd) 27	27.00.00	FEd Symposium Invited Speaker (Invitation Only)	Invited Only		
	27.01.01	Teaching Quantum Information at All Levels (FEd, DQI:17.01.35)	Focus Session	DQI	9
	27.03.00	Pre-Service Teacher Preparation	Standard Sorting		0 0
	27.04.00	International Science Education	Standard Sorting		0 4
	27.05.00	K-12 Education	Standard Sorting		0 7
	27.07.00	Undergraduate Education (Undergraduate Research, See 34.0)	Standard Sorting		2 6
	27.08.00	Graduate Education	Standard Sorting		0 1
	27.09.00	Education and Public Policy	Standard Sorting		0 2
	27.10.00	Professional Development	Standard Sorting		0 1
	27.12.00	Remote Instruction	Standard Sorting		0 7
	27.13.00	Laboratories	Standard Sorting		1 5
	27.14.00	New/Innovative Courses and Programs	Standard Sorting		0 1
	April Meeting Physics Education: General				4
	April Meeting Informal Education and Public Outreach (same as GPER4 P07)				0
DQI	17.01.35	Teaching Quantum Information at All Levels (DQI, FEd:27.01.01)	Focus Session	DQI	7

- c) There was a live virtual session that was scheduled during the March meeting. This was for people in Asia. It was hard to chair but people were unfamiliar with zoom. Nothing started or finished on time. People's slides weren't advancing, they played a video with no sound. They had the option to record their session—but they didn't.

Virtual Meeting 5:30am – 6:54am Monday, March 4

Experiential Learning, Virtual Instruction, Expanding Attitudes & Instruction

Liu Zhao (Beijing Normal University)

"Analysis of the "student-centered" classroom: how to implement instructional activities in project-based learning"

Neelima M Gupte (Indian Institute of Technology, Madras)

"Diversity and inclusion in the recognition of excellence in teaching and research : An India Study"

Magdalena Waleska Aldana Segura (Universidad de San Carlos de Guatemala)

"Planning, design, construction and operation of a Pedagogical mini plate resistive chamber."

Andrew M Seredinski (Wentworth Inst of Tech)

"A Shorter Wikipedia Biography Assignment for the Introductory Physics Classroom"

Rick Trebino (Georgia Institute of Technology)

"Freely Available Complete Highly Polished Video Physics Courses"

Fernand Brunschwig (STEMteachersNYC)

"New Quantum Operators Bring Quantum Phenomena into Macro Domain for Intro Physics"

- d) The live session had very few people in it and then people trickled into 21-45 people or so.

8:00am – 11:00am Monday, March 4

21 – 45 attendees

Invited session **Advancing Understanding of Retention Using Quantitative Methods**

John C Stewart (West Virginia University)

“Exploring Factors Influencing the Retention of Physics Majors”

Andrew F Heckler (Ohio State University)

“Advancing Understanding of Physics Retention Using Quantitative Research Methods”

Alexis V Knaub (American Association of Physics Teachers)

“Opportunities and Pitfalls: measuring student outcomes in physics learning environments”

Eric W Burkholder (Auburn University)

“Physics stands out in driving women out of the discipline and out of STEM entirely”

Eric Kuo (University of Illinois Urbana-Champaign)

“Assessing the integration of mathematical and physical conceptual reasoning in introductory physics problem solving”

e) The quantum sessions were well attended, 36-50 attendees.

3:00pm – 4:48pm Wednesday, March 6 Teaching Quantum Information at All Levels II

special Focus session, jointly sponsored by the Division on Quantum Information and the Forum on Education

36 – 50 attendees

Bennett Brown (QuSTEAM)

“Accelerating Undergraduate QISE Education and Research by Economy of Scale: QuSTEAM Nonprofit”

Todd Zimmerman (University of Wisconsin - Stout)

“A Gentle Introduction to Quantum Information”

Kiera Peltz (The Coding School)

“Qubit by Qubit & Google Quantum AI: Best Practices for Teaching Quantum Computing to Early Learners”

Alex Tingle (Inflection)

“Qqtant: democratizing quantum research and education with cloud-accessible quantum matte”

Charles Williams (Inflection)

“Bringing the cold atom quantum experience out of the research lab and into the classroom”

Angela Kelly (Stony Brook University (SUNY))

“Conceptual and Mathematical Challenges in Precollege Quantum Information Science Outreach”

Abraham Asfaw (Google Quantum AI)

“Teaching modern quantum computing concepts using hands-on open-source software at all levels”

f) The prize session only had 6 attendees. Eric Brewe said that it was 10-12 attendees the year before. So very low. We usually just have one talk by the prize winners that anchors the session, and then we have other talks that are contributed in the session. This was unique that we gave them their own session. No attendees saw it virtually either. Maybe don't do this again?

10:45am – 12:33pm Thursday, April 4

Special Focus session recognizing the Education & Outreach team of the Perimeter Institute, recipients of the **2024 APS Excellence in Physics Education Award**.

This session was live-streamed for virtual attendees, recorded for on-demand viewing.

Greg Dick “Perimeter Institute - Educational Outreach at Scale”

Kelly Foyle “Perimeter Institute Student Workshops”

Damian Pope “Perimeter Institute Teacher Workshops”

Dave Fish “Perimeter Institute Classroom Resources”

Tonia Williams “Perimeter Institute Outreach: Teacher Network and Programming”

Panel Discussion

6 attendees including me and 2 people sitting on the floor, against a wall with an electrical outlet

g) None of our APS Fellows attended the meeting.

- h) There was one session which had every single speaker cancel. Lots of invited speakers canceled. Not sure what to do about this since it is a drain on funds and looks really bad. More reminders?

3) APS Innovation Fund –

- a) APS wants someone from FEd to serve on the committee. They will read 5 pre-proposals. Pre-proposals are 300 words long or so.
- b) **ACTION ITEM**: Dan will select someone to serve on APS Innovation Fund.

4) Newsletter Editor Update - Jennifer Docktor

- a) We have 4 people that are interested. 1 has submitted materials. Yay!
- b) If there are other people the committee thinks would be good, please ask them.
- c) **ACTION ITEM**: Dan will collect materials for Newsletter Editor. Executive Committee needs to make a selection by June. Dan can decide whether we will have a special meeting for this or if we can do it electronically.

5) Nominating Committee

- a) Ask GPER and FOEP for input for Councilor for next year.
- b) From Susan Blessing:

I'm confused. Laurie McNeil is our Councilor now – she represents FEd, GPER, and FOEP. But only FEd is listed below.

Are we changing to having a single Councilor? But what happens to GPER and FOEP?

Can the Councilor come from any of the three? Or are we supposed to rotate? This must be a separate election from the regular one, if three units are participating. And it's an election by the full membership?

Ah - <https://www.aps.org/about/governance/leadership/council/index.cfm> shows that Laurie is the “assigned Councilor” for GPER and FOEP. Does that mean GPER and FOEP don't get to vote?

c) Follow up from Susan:
“Our” Councilor is a FEd member, elected by FEd. If the other groups get bigger (FOEP is close), they can have their own Councilor.

So GPER and FOEP don't get to vote (except, of course, that there is probably significant overlap between the membership).

- d) **ACTION ITEM**: Ashley will add these notes about Councilor to SOP. DONE!

6) Logo and Flyer - Danielle Maldonado

- a) [Please vote on your preferred flyer + logo](#) - Updated link

- We have voted on the flyer and logo!

- b) **ACTION ITEM**: Dan will send pics to Danielle. Danielle will send completed flyer and logo to Ashley. Ashley will put both on the website.

7) Committee Appointments Round 2– Dan Claes

- a) Motion: Put Grad Student back on program committee.
 - i) Discussion: Yes, this seems like a good idea since it was helpful for grad student to be on committee and we pay for grad student to go to meeting to help with the sessions. Issue might be that there are too many people on the committee.
 - ii) Yes, we will put the grad student back on the program committee. Passes. We will look at the roles of members again at our Feb. meeting.
 - iii) We will take off another member from the program committee this year and see how it goes. Dan will ask Program Committee members if anyone would like to join Mini-Grant committee instead.
- b) Appointees to Executive Committee for GPER (just go to Executive Committee meetings) and FOEP Program Committee (1-2 sessions).
 - i) We will add these positions into our spreadsheet for next year.
 - ii) Have them for the Feb. meeting.

8) Budget - Ashley Carter –

- a) APS current budget has us at zero. Not sure what to make of this.
- b) Ashley--When you next communicate with APS about the lack of financial statements etc., I suggest that you cc. Jane Hopkins Gould <gould@aps.org>, the CFOO of APS. She wants to know if units aren't getting what they need (especially financially), --Laurie



Date: 04/16/24
Time: 03:25

The American Physical Society
Summary Budget Report
For The 2 Months Ended 02/29/24

Accounting Unit : FED

Description : FED General Operations

YTD 02/29/24	YTD 02/28/23	\$ Change	Account Description	YTD Budget	YTD 02/29/24	Annual Budget	REMAINING BUDGET
\$312.32	\$76,367.04	-\$76,054.72	1605-0000 Funds Available from APS	\$0.00	\$312.32	\$0.00	-\$312.32
\$312.32	\$76,367.04	-\$76,054.72	Funds Available from APS	\$0.00	\$312.32	\$0.00	-\$312.32
\$0.00	\$20,000.00	-\$20,000.00	4230-1202 Dues-APS Forums/Sections	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	4472-0000 Unit Share of APS General Mtg-General	\$0.00	\$0.00	\$0.00	\$0.00
\$312.32	\$275.63	\$36.69	4890-0000 Allocated Investment Income-General	\$0.00	\$312.32	\$0.00	-\$312.32
\$312.32	\$20,275.63	-\$19,963.31	Revenue - Total	\$0.00	\$312.32	\$0.00	-\$312.32
\$0.00	\$0.00	\$0.00	5254-0000 Reception Expense-General	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	5255-0000 Meeting-Alcohol/Beverage-General	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	5256-0000 Other Food & Beverage-General	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	5261-0000 Bus Rental-General	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	5422-0000 Programs-Travel Assist-General	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	5426-0000 Programs-Mtg Fee Waivers-General	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	5910-0000 Stationery and Supplies-General	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	5924-0000 Duplicating and Printing-General	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	5962-0000 Non-Staff Travel-General	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	5994-0000 Miscellaneous-General	\$0.00	\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00	Expense - Total	\$0.00	\$0.00	\$0.00	\$0.00
\$312.32	\$20,275.63	-\$19,963.31	Net Income (Loss)	\$0.00	\$312.32	\$0.00	-\$312.32

- c) **ACTION ITEM**: Ashley will communicate with apsunits@aps.org and Jane Hopkins Gould. Try to figure out what is happening with our budget. Done!

9) Squishy Science Sunday – Dan Claes

- a) Squishy Science Sunday is requesting more of a FEd presence for next year. They would like \$3k and 2 members from FEd Executive Committee to help out. Should we do this?
- i) We won't be able to decide about funds until we see the budget for this year.
- b) What would the 2 members from FEd work on? One of the issues with this year's Squishy Science is that public attendance is low, so they would like to increase that. Perhaps a "Contest" might be useful? Should we do this?
- i) **ACTION ITEM**: Dan will bring Squishy Science Sunday again at the Membership Committee meeting.

10) Report from Membership Committee - Dan Claes

- a) Support AAPT - There are going to be 2 meetings, you can attend even if you are not on the Membership committee. May 2, 1-3 EST/ 10-11 PST. May 22, 12-1 pm EST/ 9-10 PST

11) Update on March-April Combined Meeting - Dan Claes

- a) Perhaps we can send more than the Grad student member, Chair-Elect and Chair. – We will need to wait for budget for this year before we can determine this.
- b) **ACTION ITEM** - Ashley will add this to the August meeting. Done!

12) Recording FEd Executive Committee Meetings – Geraldine Cochran

- a) Do we want to record meetings?
- b) There are [state laws in Massachusetts governing recordings](#). [Here is the law](#).
 - i) Reviewed by gC; Fortunately, zoom recordings ask each participant to either agree to recording or leave meeting and thus easily meet all of the requirements as listed on that website. Very helpful best practices statements that align with my practices with recording.
- c) Motion: Sec/Treasurer will record meetings. Zoom will ask each participant to agree to recording. People can have camera off or on. Sec/Treasurer will leave recording up for two weeks in Google Drive for people on committee to view. Then, Sec/Treasurer will delete. – Motion passes.

03/21/2024 Chair Meeting

Chair/Sec/Treas Meeting

Attendance: Daniel Claes, Ashley Carter, Jennifer Docktor (for Agenda item #1)

1) Newsletter transition - Jennifer Docktor

- a) How did the process work before? Jennifer received an email from Chair of Executive Committee saying they were nominated, she applied, FEd Exec Committee approved, then shadowed one newsletter and took over next. Procedure is on [FEd SOP](#). Job is a good position for someone that has connections or looking to build connections or someone who has a vision for the newsletter.
- b) Why would people be interested in the Newsletter? It is at the intersection of physics and education, between PER and practitioners, APS and AAPT. You could build these connections.

ACTION ITEM

- i) Jennifer will clean up SOP in the Newsletter section and send an email to Ashley that the task is done. DONE
- ii) Jennifer will forward emails she received about the position to Dan. DONE
- iii) Ashley will update the [SOP section of the website](#) with our FEd SOP document, including the Newsletter Editor section. DONE
- iv) Ashley will post in the Discussion Forum asking for self nominations and nominations for the Newsletter editor and contain links to SOP website and Newsletter Archive. DONE
- v) Ashley will also email the Fed Executive Committee and Catherine Crouch, Gabe Spalding, Beth Cunningham, Michael Wittmann, and Toni Sauncy. She will ask them to forward the email to anyone they think would be interested in the position. DONE
- vi) Interested parties will email Dan by April 30th.
- vii) Dan will send anyone that emails him a request for materials to have them apply for the position.
- viii) If we do not have any candidates by the April meeting, then we will come up with names.

2) Set agenda for Second Meeting and find a date to meet

Add an update on the plans for the 2025 March/April merged meeting.

- **ACTION ITEM:** Ashley will send out a doodle poll for last two weeks in April and the first two weeks in May AND also do the last two weeks in August. DONE! Send out email about committee assignments with the charges. DONE! Send email to the Chairs and say they are going to report at that meeting. DONE!

- 3) Flyers Logo – Action Item – Dan will send the pics he took at the March Meeting and the ones he solicited from people to Danielle Maldonado.
- 4) Squishy Science Sunday Folks – 6 units are involved. Event went really well—very organized, lots of stations, lots of good science. You can watch video here:
<https://www.youtube.com/watch?v=uLOcJbNEHQ8>

There were a couple of issues: need more participant feedback, need more attendees from the public, need better fundraising next year, need more volunteers helping to get shorter shifts

<https://docs.google.com/document/d/1PyMnfj2A9PiZGzb5vVVDt2vWpr9ltHtb/edit>

There remains an issue of the competing Physics Fiesta that had been run for consecutive years by DCMP and FOEP, advised the Squishy Science Sunday team on what activities worked best (and tried to convince them to partner with them for the 2024 Physics Fiesta that was already well underway being planned). Physics Fiesta had the support of APS Presidential line personnel, but was axed late in the planning stages by APS staff which necessitated a lot of embarrassing cancellation with schools, volunteers (I was one), and donors. There was some politics at play that I do not fully understand, though I do know that team is still very interested in the Physics Fiesta for 2025. Looks like Squishy Science is making another end run.

They want more help from FEd next year.

- a) Money – I said we could probably give another \$3k, but would of course have to ask rest of committee. It would be helpful if they have a fundraising plan for future years.
- b) Volunteers – They also want more volunteers at the meeting. I said we could send an email to the Forum and ask for some volunteers from people that are going to the meeting when it gets closer to the meeting.
- c) Exec Committee Members to do jobs – I said I would be one of our unit's volunteers. Plan for that job?

Plan for FEd – what would we contribute? I was thinking we could help with drumming up more attendees from the public. I figured we could use our AAPT contacts. Also, I had an idea that we could have a “contest” where middle school and high school students would apply to the APS Squishy Science Award. Students do something, we select X students from the something, and then those students must be present at Squishy Science Sunday to win the award. Perhaps the contest is you read an article about squishy science (choose 1 article from Scientific American/National Geographic/Discover/Popular Science about someone’s research in APS that will be at the meeting) and then students write something and send it in... Then you get presented with an award by the physicist whose research is featured in the article or similar to the research in the article.

ACTION ITEM – Put this on the agenda to discuss at Executive Committee meeting in May/April– the \$3k, the 2 volunteers, the plan for the 2 volunteers. DONE!

- 5) We need to look at our Appointees again. Should we put the Grad student member back on programming committee? Grad student member is on the FOEP programming committee this year. It is probably good if the grad student member is on the programming committee since we pay for them to go to meeting. Also, we need someone for FOEP programming committee and GPER executive committee.

ACTION ITEM– Dan will ask Eric or the GPER chair what the duties are. Done! Just sit on the Executive Committee meetings. ~~Dan will ask Susan to be our representative to GPER.~~ Brianne is sitting on both committees so she will do it. DONE! We will have a round 2 discussion of Appointees to Committees at April/May Meeting. Item on agenda. DONE!

- 6) IUPAP nominations –

ACTION ITEM – Ashley will send to exec committee and say forward to at least one person and tell them that they think they would be good. DONE!

- 7) Membership Committee–probably need to convene meeting. helping Gabe? I sent Gabe a separate email about an idea I had, but I hadn't come up with anything good for FEd...

ACTION ITEM– Dan will convene the meeting. Invite Michael Whitman.

- 8) Committees started? ACTION ITEM – Ashley send email. Done!

- 9) Send an email to Vice-Chair about FEd councilor to APS

02/21/2024 Executive Committee Meeting


FEd Executive Committee Meeting

2:30-3:30 pm EST

Attendance: Daniel Claes, Ashley Carter, Geraldine Cochran, Susan Blessing, Gary White, Danielle Maldonado, Brad Conrad, Diana Sachmpazidi, Laurie McNeil, Clausell Mathis, Brianne Gutmann (30 min late)

8) Onboarding

Give an overview of FEd and tell newcomers about the Committee work

 Forum on Education Kickoff meeting.pptx

Welcome Clausell Mathis II, Diana Sachmpazidi, Brianne Gutmann!

Entering the final stretch:

Susan Blessing, Florida State University (Past Chair)

Jennifer Docktor, University of Wisconsin-La Crosse (Newsletter Editor)

Laurie McNeil (Councilor)

Carmen Pantoja - UPR at Rio Piedras (Member-at-large)
Gary White - AAPT (APS-AAPT Member-at-Large)
Danielle Maldonado, West Virginia University (Student Member)

Member from the AAPT Executive Board appointed by the President of AAPT?
Member from APS Education? (practice never in the bylaws)
Nobody objected.

March/April meeting 125th anniversary meeting is merged.

ACTION ITEM: Dan will check with Gabe at AAPT for a member. Dan will ask the APS Education person to our next meeting.

9) Continuity and Overlap for Committees – Proposal

We need to comply with the new APS Honors Task Force 2022 Guidelines that say “Units lacking a chair and vice chair continuity process for their Honors selection committees should establish a procedure ensuring information continuity.”
So, we need a Chair and a Vice-Chair for our Honors/Awards Committee. This prompts us to think about the workload for the Chair line more holistically.

Current Structure:

Past-Chair — chair Awards/Honors,
Chair — chair Membership,
Chair-Elect — chair Programming,
Vice Chair — chair Nominations,
Sec/Treasurer —

Proposal:

Past-Chair — chair Awards/Honors, Vice-chair of Nominations
Chair — chair Membership, Vice-chair of Awards, be on Mini-Grant
Chair-Elect — chair Programming, Vice Chair of Membership,
Vice Chair — chair Nominations, Vice-chair of Programming
Sec/Treasurer — Chair Mini-Grant, be on Memberships

ACTION ITEM: no objections, go ahead.

10) Committee Appointments – Proposal

APS needs to know our nominating committee members by the end of January. They also like to have our awards committee members close to the beginning of the year as well. It would help if we could have a standard procedure for placing people on committees so that we can give this to APS at the beginning of January when they request it.

From APS: “APS appoints one member to each unit Nominating Committee annually. In order to do so, we need you to provide your unit's 2024 Nominating Committee membership roster, as well as a short-list of members (3-4 individuals) who could serve to broaden the committee's reach and whose sphere of influence might help to identify potential leaders to stand for unit election. **Please provide this information to the APS Governance Team by January 31, 2024.**”

Current Structure:

Honors/Awards -

Lead - Past Chair

Membership -

Lead - Chair

Grad student member

Program for Meetings 2025–

Lead - Chair Elect

1 person from FOEP

Nominating -

Lead -Vice-Chair

1 person from APS exec comm.

General and APS/AAPT member at large in 1st or 2nd year

Proposal:

Honors/Awards -

Lead - Past Chair

Vice - Chair

General and APS/AAPT member at large in 3rd year

Membership -

Lead - Chair

Vice - Chair-Elect

Grad student member

General and APS/AAPT member at large in 2nd year

Secretary Treasurer

Programming–

Lead - Chair Elect

Vice - Vice-Chair

1 person from FOEP

General and APS/AAPT member at large in 1st and 3rd year

Nominating -

Lead -Vice-Chair

Vice - Past Chair

1 person from APS exec comm.

General and APS/AAPT member at large in 1st or 2nd year

There was a suggested cycle of member-at-large rotations in the by-laws. However, this was only suggested and previously committee members were picking their own assignments.. We decided we wanted the most people on the programming committee, then the membership committee (doing the business of the forum), then the nominating committee since this is chaired by the Vice-chair, who is the newest member of the Chair line. The Awards committee would have the least members.

Should we keep the Grad Student member on the Programming committee? Grad student member thought that they weren't as helpful on that committee since they don't know the landscape of possibilities of who might give a talk.

	Honors/Awards	Membership	Program	Nominating	Mini-grants	
Past-Chair	X			X		2
Chair	X	X			X	3
Chair-elect		X	X			2
Vice-Chair			X	X		2
Secretary-Treasurer		X			X	2
Councillor						
Member-at-Large-1 st Year			X	X		2
Member-at-Large-2 nd Year		X		X		2
Member-at-Large-3 rd Year	X		X			2
AAPS-AAPT Member-at-Large-1			X	X		2
AAPS-AAPT Member-at-Large-2		X		X		2
AAPS-AAPT Member-at-Large-3	X		X			2
Graduate Student Member		X				1
FOEP Member			X			1
	4	6	7	6	2	

ACTION ITEM: no objections, go ahead.

11) SOP and FEed Calendar

We asked APS for a timeline of when items were due and they gave us one this year!

Action Item: They want our feedback! Please comment on document. DONE!

[FEed Calendar](#)

We also have a new Standard Operating Procedures document with the timeline.

Action Item: Chair-line please look over the information from your committee from last year and make sure it is accurate. All please add comments.

[APS FEed Standard Operating Procedures](#)

Feedback:

We need to add who attends what meetings and when does FEd pay. ADDED!

12) FEd Flyer

The Membership Committee last year worked on a FEd Flyer and Logo. Danielle will add a link here to the finished projects for us to look at and vote on. [FEd Flyers](#)

Feedback:

APS is not picky about colors.

One url or one qr code rather than many urls.

No address or phone number

Some people liked square logos.

We should put on the flyer the reason for folks to join FEd

- Support Physics Education

- Discussion Forum

- Mini-Grants

- Join FEd to support these activities and get the MiniGrants/Discussion Forum.

ACTION ITEM: Committee will meet and update flyer and logo (update pics etc.) send back a few choices to FEd for vote or approval. Dan will take pictures at the March Meeting of the FEd Sessions.

13) Budget Report - Ashley Carter

We have gotten our funds back from the APS! (Each year we get \$20k from APS to spend. If we have greater than 60k in our bank account, then we don't get our additional \$20k per year. Last year we started the year with \$20k instead of the total from the previous year. But, we asked and we got it back.) So this year we won't be able to get an additional \$20k, but we at least start with what we had last year. Reason we are not spending funds is that we section off a large portion for Mini-Grants and then Mini-Grant Awardees are not turning in receipts. (Is it because reimbursement from APS is difficult? Is it because we aren't fully funding their proposals? Is it because we are funding project rather than personal Mini-Grants?)



Date: 01/19/24
Time: 03:05

**The American Physical Society
Summary Budget Report
For The 11 Months Ended 11/30/23**

Accounting Unit : FED
Description : FED General Operations

YTD 11/30/23	YTD 11/30/22	\$ Change	Account Description	YTD Budget	YTD 11/30/23	Annual Budget	REMAINING BUDGET
\$70,008.51	\$51,255.11	\$18,753.40	1605-0000 Funds Available from APS	\$0.00	\$70,008.51	\$0.00	-\$70,008.51
\$70,008.51	\$51,255.11	\$18,753.40	Funds Available from APS	\$0.00	\$70,008.51	\$0.00	-\$70,008.51
\$20,000.00	\$20,000.00	\$0.00	4230-1202 Dues-APS Forums/Sections	\$0.00	\$20,000.00	\$0.00	-\$20,000.00
\$0.00	\$0.00	\$0.00	4472-0000 Unit Share of APS General Mtg-General	\$0.00	\$0.00	\$0.00	\$0.00
\$1,595.79	\$1,107.74	\$488.05	4890-0000 Allocated Investment Income-General	\$0.00	\$1,595.79	\$0.00	-\$1,595.79
\$21,595.79	\$21,107.74	\$488.05	Revenue - Total	\$0.00	\$21,595.79	\$0.00	-\$21,595.79
\$458.44	\$1,572.93	-\$1,114.49	5254-0000 Reception Expense-General	\$0.00	\$458.44	\$0.00	-\$458.44
\$209.61	\$576.16	-\$366.55	5255-0000 Meeting-Alcoholic Beverage-General	\$0.00	\$209.61	\$0.00	-\$209.61
\$1,000.00	\$170.00	\$830.00	5426-0000 Programs-Mtg Fee Waivers-General	\$0.00	\$1,000.00	\$0.00	-\$1,000.00
\$6,010.64	\$3,228.81	\$2,781.83	5962-0000 Non-Staff Travel-General	\$0.00	\$6,010.64	\$0.00	-\$6,010.64
\$7,678.69	\$5,547.90	\$2,130.79	Expense - Total	\$0.00	\$7,678.69	\$0.00	-\$7,678.69
\$13,917.10	\$15,559.84	-\$1,642.74	Net Income (Loss)	\$0.00	\$13,917.10	\$0.00	-\$13,917.10

Budget Last Year –

\$7000 reimbursements for March and April Meeting

\$10000 Mini-Grants

\$3000 incidentals – Squishy science, late registration for speakers

Budget This Year –

\$7000 reimbursements for March Meeting

\$3000 squishy physics

\$30000 Mini-Grants – up funds to last year’s winners and up funds for this year

\$3000 incidentals – Squishy science, late registration for speakers

Action Item: Fund the Grad Student member to go to the APS meeting they want!
DONE!

14) Squishy Physics at March Meeting

The first ever [Squishy Science Sunday](#) will take place on **Sunday March 3rd, 2024** from **11 am - 3 pm** at the March meeting venue, the Minneapolis Convention Center in downtown Minneapolis. This is an event co-sponsored by DSOFT, GSNP, DPOLY, DBIO and FOEP. Do we want to sponsor too?

What to expect at the event: we will have a series of hands-on activity tables planned, a central Pre-K - 4 area with drawing/coloring and other activities for children, a gallery of cool movies about soft matter and a couple of “Talk to a Physicist” tables where attendees will get to talk one-on-one with a scientist. In addition, we plan to have a separate room where experts will give short talks (5 - 10 minutes) on the hour/half hour.

The ask:

d) Money: \$3000 in funding – they need \$10k more

- e) Advertising: We would send an email to the FEd listserv advertising the event and requesting volunteers
- f) Volunteers: We could sign up to help run the activities. They need squishy people to fill our 5 min meet a scientist talk during the session. Contact Shubha Tewari: tewari@umass.edu

ACTION ITEM: Yes, we will support. Ashley will contact Rae Anderson at FOEP and will post in the Discussion Forum. DONE!

15) Apker Selection Committee Nominations

You can share your recommendations by [completing this form](#) or by emailing Julia Watson at watson@aps.org

16) Newsletter Editor update – Jennifer Docktor

Action Item: Dan, Jennifer, and Ashley will meet to go over procedure.

17) Membership Committee Charge – Charge this year! Dan is excited about it!

Charge: Create Synergies between AAPT/ALPhA and FEd

Gabe Spalding (AAPT President) is interested in synergies between AAPT and FEd – could we have speakers for March and April meeting that could hopefully draw people to AAPT and vice versa. Could we help spread the word about the revenue generating items for AAPT

Journals AJP and TPT partnered together and did special collection – then we did a session with speakers from this special collection at our Meeting. Could we develop more partnerships like this.

AAPT wants more hard physics, APS wanted more education–so it was a good idea for both parties.

Action Item: Geraldine requested numbers on membership by email. 2024/02/21
Ashley gave membership numbers by email on 2024/02/28. DONE!

18) New Business

Add possible new business items here.

01/19/2024 Chair Meeting

Chair's Meeting

Daniel Claes

Ashley Carter

- 1) SOP and timeline — APS sent a timeline to us and want to know our feedback
 - a) Ask committee to look at SOP and comment before meeting
 - b) Ask committee to look at Master Calendar and comment before meeting
 - i) Feedback – Add April Meeting at top.
- 2) We need to comply with APS Honors Task Force 2022 guidelines that says
“Units lacking a chair and vice chair continuity process for their Honors selection committees should establish a procedure ensuring information continuity.”
So, we need a Chair and a Vice-Chair for our Honors/Awards Committee. This prompts us to think about the workload for the Chair line more holistically and perhaps update the duties of the Chair line. Updates could be (blue is in by-laws, yellow is what is needed from APS, unhighlighted + yellow is the proposal):
Past-Chair — chair Awards/Honors, Vice-chair of Nominations
Chair — chair Membership, Vice-chair of Awards, be on Mini-Grant
Chair-Elect — chair Programming, Vice Chair of Membership,
Vice Chair — chair Nominations, Vice-chair of Programming
Sec/Treasurer — Chair Mini-Grant, be on Memberships
- 3) Website update and FEd Flyer, “about section” on website
 - a) Flyer describes what we do – give Awards/Honors/Mini-Grants, distribute resources and news through Discussion Forum and Newsletter, have sessions at March/April Meeting
 - b) How are we different from GPER, Committee on Education, FOEP?
 - c) We have a new FEd flyer and logo! Ask committee to look at FEd flyer and logo.
- 4) Charge for Membership Committee? – What should be the charge?
 - a) Ask the executive committee. Do we want to update procedures? start initiatives?
 - b) One idea is to start tracking “significant” interactions—are we at 10% of membership every year (375 people)?

Number of people apply for Mini-Grant (Sec/Treas)—15

Number of people apply for awards or send in nomination (Past-Chair) - 10?

Number of people nominate someone for elected position (Vice-Chair) - 10?

Number of invited speakers and attendees at sessions (Chair-Elect) - 8 sessions at the meetings – see how many people are attending

Number of people contribute articles to Newsletter that are not in APS/AAPT/executive committee (Newsletter Editor)-10?

Number of people that post on Discussion Forum (Sec/Treas)—26

- c) Another idea is to have the APS program committee to help plan sessions for AAPT, help with email and newsletter blasts that promote revenue generating items for AAPT—meeting attendance, membership registration – work with Brad Conrad – Brad is now at NIST – try him with NIST email. **Action Item**: Dan will email Brad about this.

5) Budget —

- a) we may have gotten our money back? But very difficult to tell since APS is only outputting statements in Jan and July instead of monthly. Let's see what this upcoming statement says.
- b) We need to spend money on mini-grants. Are people not spending money because we did not fully fund them or is it difficult to get the money?
- 6) APS needs to know our nominating committee members and wants us to generate 3-4 possible appointees by the end of January. They really would like to know the committee makeup earlier and earlier. It would help if we could have a standard procedure so that we can give this to APS at the beginning of January when they request it. Proposal:

Nominating -

Chair -Clausell

Vice-Chair - Susan

1 person from APS exec comm.

General and APS/AAPT member at large in 1st or 2nd year

Honors/Awards -

Chair - Susan

Vice Chair - Dan

General and APS/AAPT member at large in 3rd year

Membership -

Chair - Dan

Vice-Chair - Geraldine

Grad student member

General and APS/AAPT member at large in 2nd year

Program for Meetings 2025—

Chair - Geraldine

Vice-Chair - Clausell

1 person from FOEP

General and APS/AAPT member at large in 1st and 3rd year

- 7) Need to figure out a way to pass documents on to next sec/treasurer, next vice chair/chair elect, etc. — asked APS about Google Drive
- 8) What do we need for the Exec Comm. Meeting – **Action Item**: Ashley will find the onboarding slides. Then, Dan will edit and make it how he likes. Dates –
Can't do TTh 11-1 pm EST
Jan 29 MWF 12:30 -1:30 EST
Feb 5 T 3:30-5
Feb 12

09/29/2023 Executive Committee Meeting

Attendees:

Susan Blessing

Ashley Carter

Gary White

Laurie McNeil

Dan Claes

Danielle Maldonado


Melissa Eblen-Zayas

- 1) Welcome
- 2) Budget (Ashley)

To see the Budget, sign in to the engage website. Go to the following url. Click on FEd Executive Committee and then Financials and then the date you want.


<https://engage.aps.org/fed/communities/community-home/librarydocuments?LibraryKey=43fe6f7c-1919-4d0c-b537-b0d0a825fcee>

We started with \$20k and spent \$7k on meeting attendance. Looks like we have \$13k in Budget. So we can spend \$10k on Mini-Grants.

 FED Monthly Budget Report 2023_07.pdf

Date: 08/31/23 Time: 03:19			The American Physical Society Summary Budget Report For The 7 Months Ended 07/31/23				Accounting Unit : FED Description : FED General Operations			
YTD 07/31/23	YTD 07/31/22	\$ Change	Account Description		YTD Budget	YTD 07/31/23	Annual Budget	REMAINING BUDGET		
\$69,428.13	\$53,250.01	\$16,178.12	1605-0000	Funds Available from APS	\$0.00	\$69,428.13	\$0.00	-\$69,428.13		
\$0.00	-\$0.00	\$0.00	1605-9920	Funds Available from APS	\$0.00	\$0.00	\$0.00	\$0.00		
\$69,428.13	\$53,250.01	\$16,178.12		Funds Available from APS	\$0.00	\$69,428.13	\$0.00	-\$69,428.13		
\$20,000.00	\$20,000.00	\$0.00	4230-1202	Dues-APS Forums/Sections	\$0.00	\$20,000.00	\$0.00	-\$20,000.00		
\$0.00	\$0.00	\$0.00	4472-0000	Unit Share of APS General Mtg-General	\$0.00	\$0.00	\$0.00	\$0.00		
\$1,015.41	\$783.55	\$231.86	4890-0000	Allocated Investment Income-General	\$0.00	\$1,015.41	\$0.00	-\$1,015.41		
\$21,015.41	\$20,783.55	\$231.86		Revenue - Total	\$0.00	\$21,015.41	\$0.00	-\$21,015.41		
\$458.44	\$0.00	\$458.44	5254-0000	Reception Expense-General	\$0.00	\$458.44	\$0.00	-\$458.44		
\$209.61	\$0.00	\$209.61	5255-0000	Meeting-Alcoholic Beverage-General	\$0.00	\$209.61	\$0.00	-\$209.61		
\$1,000.00	\$0.00	\$1,000.00	5426-0000	Programs-Mtg Fee Waivers-General	\$0.00	\$1,000.00	\$0.00	-\$1,000.00		
\$6,010.64	\$3,228.81	\$2,781.83	5962-0000	Non-Staff Travel-General	\$0.00	\$6,010.64	\$0.00	-\$6,010.64		
\$7,678.69	\$3,228.81	\$4,449.88		Expense - Total	\$0.00	\$7,678.69	\$0.00	-\$7,678.69		
\$13,336.72	\$17,554.74	-\$4,218.02		Net Income (Loss)	\$0.00	\$13,336.72	\$0.00	-\$13,336.72		

3) March and April Meeting (Dan)

Slides at:  FEd-Program-Committee-Report-29Sept2023.pptx

We updated the sorting categories for March 2024:

March 2024 sorting Categories

Pre-Service Teacher Preparation
International Science Education
K-12 Education
Informal Education and Public Outreach
Undergraduate Ed (for Ugrad Research, see 34.0)
Graduate Education
Education and Public Policy
Professional Development
Physics Education Research
Remote Instruction
Laboratories
New/Innovative Courses and Programs

April 2024 sorting Categories

Physics Education: General
Inclusive Classroom Practices
K-12 Education
Informal Ed & Public Outreach (GPER, P02)
Undergraduate Education
Graduate Education
Education and Public Policy
Professional Learning
K-12 Teacher Preparation
Remote Instruction
Laboratories
New/Innovative Courses and Programs

Eliminate both Informal Ed and Phys Ed Research

Virtual meeting will be synchronous with regular meetings.

Call for session chairs for March or April meeting. Send Dan an email dclaes@unl.edu.

Invited speakers at this year's meeting cannot have given a talk at the last meeting. However, speakers at the April meeting could be invited to the March meeting.

See accompanying document for the Sessions and the speakers.

How do we get new people to come to the meeting and give talks about something that is new? The talks on EP3 are old and are not well attended. Perhaps we can mine the Mini-Grant applications for people to give talks or to be elected to FEd. Perhaps we can make an email list of people that have applied to the Mini-Grants. Then we can send them an email each year and ask them if they have done anything that would be interesting for this session. (Another idea is to send emails to winners of the [Award for Improving Undergraduate Education](#).)

Project Awardees for MiniGrant Applications:

 ProjectAwardees.xlsx

Session on communicating science to the public was a well-attended session. There was a consultant for MythBusters and some YouTubers. Session on careers in physics might also be interesting.

ACTION ITEM: Ashley will make an email list of people that have applied to the mini-grants and send this to Dan. (DONE)

4) Awards (Eric)

ACTION ITEM: Solicit feedback from Eric by email. (DONE)

5) Mini-Grants and Travel Grants

Update with url and requirement for dissemination. Mini-Grant will go out about Oct. 1 and deadline will be Nov. 1.

ACTION ITEM: Ashley will send an email to APS to update the website. (DONE) Once the website is updated, Ashley will send out an email to the Discussion Forum. (DONE)

6) Election (Geraldine)

From Geraldine: I put in a request for nominations and I did receive a couple new packages (statement and bio), but I don't have one for every position. I do not have

candidates for the AAPT/APS Member at Large. I have one candidate for the General Member At Large. I have 2 excellent candidates for Vice Chair. Please send any candidates to Geraldine at cochran.604@osu.edu.

ACTION ITEM: Solicit feedback from Geraldine by email. (DONE)

7) Newsletter

Should we have 2 newsletters per year? Yes.

Need to decide on deadlines. Jennifer will decide.

Newsletter button has gone away. See if we can email and get it back.

It doesn't look like the button for dissemination of the Spring 2023 Newsletter worked.

We will also post on the Discussion Forum in case this happens again.

ACTION ITEM: Ashley will email APS and see if we can have a Newsletter button back. (DONE) Jennifer will post on the Discussion Forum about the Newsletter. (DONE)

8) FEd Flyer

[FEd Flyer](#)

Our Flyer needs to be updated. Danielle said she would take the lead on this. Ashley will help and Susan will consult.

ACTION ITEM: Danielle will set timeline and convene members.

09/11/2023 Chair Meeting

Attendees:

Susan Blessing

Ashley Carter

1) Agenda for next meeting

What should be on the agenda?

Welcome

Budget (Ashley)

March and April Meeting (Dan)

Awards (Eric)

Mini-Grants and Travel Grants

Election (Geraldine)

Newsletter

FEd Flyer

Action-Item: email Dan, Geraldine, and Eric to make sure they are on board. (DONE)

2) Mini-Grants –

We need a committee to review the applications. Committee (Susan, Ashley, Dan, and Carl)
Need an open and end deadline.

Action Item: Ask Laura about any past awardees. (DONE) I will ask APS about awarding the mini-grants and how it works. (Done) Send to sub-committee with a deadline of next monday. (Done)

Email to APS: How do payments work? Let's say someone has a budget of:

Fraction of summer salary for senior researcher	2000
Salary for undergraduate researcher	1200
Statistical software for student	150
Registration for conference	50
Total	3400

For the salaries, I assume that the recipients would have to fill out two W9 forms, one for the senior researcher and one for the undergraduate researcher. Then we would pay the two people directly? How does that payment process work? For the software and conference registration, would I just fill out the regular payment request form and submit the receipt?

Reply from APS is: We would need a Payment Request Form with your approval at the bottom, and a W-9 and Direct Deposit Form from each person receiving a payment (these can be sent directly to payable-units@aps.org if they prefer). I've attached blank copies of the forms. For the registration reimbursements, we would need the receipt supporting the expense.

Laura Rios said there are awardees, but they just must not be listed. I think this is the list from 2021.

Project			
Name	Institution	Project title	
Philippe Binder	University of Hawaii at Hilo	Developing a physics lexicon in the Hawaiian language	
Emily Grace	Northwestern College	*need to ask for title*	
Juan Diaz	Mount Aloysius College	Enhancing Physics and Astronomy Laboratories	
Bradley Moser	Hamilton College	Physics Alive - a podcast for science educators	
Madelyn Leembruggen	Harvard University	A World of Women in STEM (WOW STEM)	
Todd Ruskell	Colorado School of Mines	Open Source Online Physics Activities and Homework for WeBWork	
Phoebe Sharp	George Washington University	PERCoGS Early-Career Symposium Series	
Tony Qian	Princeton University	Plasma Physics Trading Cards	http://www.columbia.edu/~tq2115/index.html
Jose Leobardo Banuelos	University of Texas at El Paso	Big Ideas in Physics -- Undergraduate Research Fundamentals	
Sarah Dowd	United Nations International School	ChatPhysics.org Resourcing Project	https://chatphysics.org/

Kyle Wipfli	Texas Tech University	Exploration of Canonical Transformations in Graduate Level Physics	
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3) Newsletter –

Had spring, but skipping summer. Just going to do Spring and Fall. Do we need 3? Probably just need 2. Our bylaws say that the guidance is for 3, but it is only guidance. Also, we need to make sure people are actually reading them. We need to at least send an email about it on the FEd Discussion Forum.

Action Item: Susan is emailing Jennifer to see if she would like to just do 2 newsletters from now on. (DONE) Put the newsletter on the meeting agenda. (DONE) Need to send email to Jennifer to have her post about spring newsletter on FEd forum. (DONE)

4) Budget –

To see the Budget, sign in to engage website. Go to the following url. Click on FEd Executive Committee and then Financials and then the date you want.

<https://engage.aps.org/fed/search?executeSearch=true&SearchTerm=fed+executive+committee&l=1>

Looks like we have \$13,000 in Budget. So we can spend \$10,000 on MiniGrants

5) Call a Meeting

ACTION ITEM: Ashley will email the Agenda to everyone and the when2meet poll.
 Week of 25th 9-12:30 MTW, 4-5 T, Th9-12:30, F 9-5
 Week of 2nd 9-12:30 MTW, 4-5 T,

6) FEd Flyer

Action Item: We will add this to our meeting agenda. (DONE)

Edited Award Guidelines. Here is our edited version. Please comment or make suggestions.

Forum on Education Mini-Grants

The Forum on Education of the American Physical Society (APS) is committed to supporting APS members who continue to advance and enrich physics education. To this end, we invite applications for APS Forum on Education Mini-Grants. There are two types of Mini-Grants.

Personal Mini-Grants

Personal mini-grants are designed to support individual members attending APS meetings to present work on education topics or professional development for education. Personal mini-grants have a maximum of **\$750** per award. Partial funding may be more likely than full.

Selection criteria for the **personal** mini-grants include the following:

- **Membership in APS Forum on Education (FEEd).** Applicants should be members of the FEEd by the application deadline. APS members can join the Forum at no additional cost. For students (undergraduate and graduate), the first year of APS membership is free. For more information on how to become an APS member, please see [APS Membership FAQs](#). To join (online or by mail), see [APS Membership](#). If you are already an APS member, you can join the Forum on Education for free [here](#).
- **Impact.** Applicants should briefly describe how this support will impact their professional educational goals.
- **Financial need and additional considerations.** Extra consideration will be given to applicants who may not have access to other types of grant or research support. These include, but are not limited to: undergraduate students, graduate students, adjunct faculty, and instructors at community colleges. In addition, we strongly encourage those with marginalized identities to apply.

To apply for a personal FEd mini-grant, please submit: A pdf proposal describing your professional educational goals, what you will use the funds for, the impact, financial need, and other considerations. The entire description should not exceed 2 pages. These descriptions must be uploaded in PDF format. Please submit one file per applicant.

There are no reporting requirements for this strand of mini-grants. Recipients will need to send receipts to receive funding.

Applications due November 1.

Project Mini-Grants

Project mini-grants are designed for individuals or groups who are working on projects and/or developing resources that may be deployed to support physics education more broadly. Project mini-grants have a maximum of **\$3,500** per award. Partial funding may be more likely than full.

Selection criteria for the **project** mini-grants include the following:

- **Membership in APS Forum on Education (FEd).** Applicants should be members of the FEd by the application deadline. APS members can join the Forum at no additional cost. For students (undergraduate and graduate), the first year of APS membership is free. For more information on how to become an APS member, please see [APS Membership FAQs](#). To join (online or by mail), see [APS Membership](#). If you are already an APS member, you can join the Forum on Education for free [here](#).
- **Timeliness.** All projects should be ready to execute in a reasonable timeframe if funded. Specifically, projects with an end goal or deliverable within the next six months will be prioritized. The extent to which funds could immediately be used will be a consideration.
- **Impact.** For projects, applicants should demonstrate how this support will impact the broader physics education community. Preference will be given to projects directly related to the improvement of physics education. Extra consideration will be given to those projects which seek to support students/groups that are traditionally marginalized in physics. Applicants should describe the immediate effects these funds could provide.
- **Additional considerations.** Extra consideration will be given to applicants who may not have access to other types of grant or research support. These include, but are not limited to: undergraduate students, graduate students, adjunct faculty,

and instructors at community colleges. In addition, we strongly encourage those with marginalized identities to apply.

Project mini-grants will be funded by disbursing funds to the individual creating the application, not to institutions. Tax information is below. Please make sure you consider this in your budgetary decisions.

To apply for a FEd project mini-grant, you will be required to submit the following items:

- 1) Budget ([Budget examples](#)).
- 2) Proposal with the following sections: description, budget justification, timescale, impact, and any additional considerations. The entire description, including the budget justification, should not exceed 3 pages. These descriptions must be uploaded in PDF format. Please submit only one file per proposal.
- 3) Recipients of an award will need to send an update via email describing the results of the funding. There are no other reporting requirements.

The name, title, and affiliation of project awardees will be published on the FEd website.

Applications due November 1.

Deadlines

The due date for mini-grants is November 1. We are committed to supporting as many of our FEd members as possible, so it is likely that many applications will be partially funded. We will update applicants by email.

More Award Information

FEd Executive committee members may not apply.

If your application is awarded, you will receive an email from the Secretary-Treasurer with instructions on how to fill out a payment request form and a citizenship-appropriate tax form.

Awarded grants will be approved by the Secretary-Treasurer of FEd before proceeding with the payments. The Secretary-Treasurer will send awardees a W-9 or W-8BEN to submit to APS Accounts Payable. The W-9 is for U.S. citizens and provides information to the IRS about this award. The W-8BEN is for non-U.S. citizens and is a certification to APS that a foreign person is not subject to U.S. taxation.

Travel and other grants are taxable to the recipient and they will receive a 1099 if the total receipts within a calendar year are greater than \$600.

The awardee submits these forms to APS Accounts Payable and they receive a check or direct deposit, according to their preference.

Please contact the [Secretary-Treasurer](#) of the FEd if you have any questions (include in the subject line: FEd mini-grant).

05/01/2023 Executive Committee Meeting

Attendees: (Quorum)

Ashley Carter

Dan Claes

Melissa Eblan-Zayas

Brad Conrad

Carl Pennypacker

Eric Brewe

Danielle Maldonado

Laurie McNeil

Gary White

Agenda

1) Introduce ourselves

Name, Institution, pronouns, Position in APS FEd, and teacher that made an impact in your career.

2) Committee Update –

Go over charge and deadlines for committees.

Awards and Fellowships – Does three different things– Reichert award, Undergrad education award, and the APS Fellows nominations. Cannot solicit nominations.

Committee is formed by May 1

APS Fellowship Nominations due June 1

Applications for the two awards close June 1

Program Committee - Responsible for advertising to get speakers/inviting speakers for April and March meeting, go over submissions for sessions we sponsor. Need to figure out topics you want the invited sessions to be on.

March Meeting contributed abstract deadline October

April Meeting contributed abstract deadline January

–Take a look at the categories. New categories last year were New/Innovative Courses and Laboratories.

–Motion 1 to get rid of Physics Education Research category for FEd. What is a FEd talk and what is a Topical Group on physics education research–GPER talk? April meeting is becoming the meeting for physics education researchers. People at four-year colleges have a large teaching load, but have their research field in a different area would join FEd not GPER. FEd sessions are for the practitioners. We do not send out anything to general public, but we could send out something to our constituency when we call for abstracts.

–Motion 2 to get rid of Informal Education and Public Outreach. There is a Forum on Outreach and Educating the Public (FOEP).

–Motion 3 to have a GPER/FEd focus session on implementing PER in the classroom. Could have it for both the April and March meeting.

–Motion 4 to split the undergraduate education sorting category for first year undergrad education and advanced undergrad education.

–Motion 5 to Wipe out the part on “for Undergraduate Research” in the Undergraduate Education category.

–Voted yes on motions 1, 2, and 5.

Action Item: Enact motions 1, 2, and 5. (DONE)

Nominating Committee – Find people to run for FEd positions. Secretary/treasurer runs the election.

August 1 -- solicit nominations from the membership by email or newsletter or both.

October 15 -- have a slate of candidates.

3) Budget Update

Budget - Dec. 2022 we were at \$56k. In Jan 2023 we did not get our \$20k increase per year and actually we got a deduction for \$35k, so this is a swing of -\$55k. So the lesson here is that we really need to spend our money.

4) Funding -

How should we spend APS funding to further charge?

–Motion 1 - Spend money on registrations for invited speakers.

–Motion 2 - Spend money on grad school member to go to a meeting.

–Motion 3 - Spend money on mini-grants.

–Voted yes to all of these.

5) MiniGrants –

–<https://engage.aps.org/fed/honors/prizes-awards/mini-grants>

–need committee? yes.

–Sponsoring people to go to workshops – PICUP workshops for example

–what is budget for the minigrants?

–speakers at April and March – $5 + 6 = 11$ invited speakers for the registration.

We should make sure to pay the Forum Rate. We need to make sure that the speakers pay the forum rate, and then we go in later and pay their registration. ~\$185 was the rate for 2023 (\$2035 for speakers).

–motion to make it half the budget – voted yes. \$10,000.

–who can apply for the minigrants?

–Wait until you are not on the executive committee.

- what should the minigrants fund? What should our goals be?
- motion to get rid of personal minigrants.
- motion to change personal minigrants into minigrants for workshop attendance
- rubric for proposals?

–

ACTION ITEM – Send call to folks to be on this sub-committee. Sub-committee will meet and send proposal to FEd executive committee. Susan will send email to solicit volunteers. (DONE)

6) 2025 International Quantum Year

7) Funding for Educators from NSF - (Carl)

04/20/2023 Chair Meeting

Attendees:

Susan Blessing

Ashley Carter

1) Committees

Susan and Ashley are on all committees and no committees.

Nomination Committee - Geraldine Cochran (Vice Chair), Brad, Gary, (need AAPT)

Program Committee - Daniel Claes (Chair Elect), Gary, Brad, Carl, Danielle, Carmen, Amber, Melissa

Awards/Fellowship – Eric Brewe (Past Chair), Danielle, Carl, Melissa, Amber, Carmen

ACTION ITEM: Ashley will email people the committees and the charge from the bylaws. Ashley will remind the Awards Committee that they cannot solicit nominations, they can only tell groups of people when the deadline is. (DONE)

2) Mini-Grants –

We need a committee to review the applications. We did not give any last year.

3) Newsletter –

Spring Newsletter has not gone out yet.

ACTION ITEM: Ashley will email Jennifer and ask her how it works. How do members submit material? (DONE) Susan will submit letter from chair. (DONE)

4) Budget –

To see the Budget, go to the following url to download the financial reports. Click on Financials and then select the date you want. (You probably need to be signed in to engage to open this website.)

<https://engage.aps.org/fed/search?executeSearch=true&SearchTerm=fed+executive+committee&l=1>

5) Schedule a Meeting for May 1-10.

ACTION ITEM: Ashley will email the Agenda to everyone and the when2meet poll. (DONE)

Agenda –

Introduce ourselves – Name, Institution, pronouns, Position in APS FEd, and teacher that made an impact in your career.

Committee Update – Check in with committees.

Budget Update

MiniGrants – need committee

How to spend excess funding – Meeting support – chair elect and vice chair right now... and expand that?

Funding Model for APS

Quantum Year Discussion

6) Forgot to ask about FEd Flyer... next time. (DONE)

03/01/2023 Executive Committee Meeting

Attendees:

Eric Brewe (he/him), past-chair, Drexel University
Dan Claes, chair-elect, University of Nebraska
Brad Conrad, AAPT-APS Member-at-Large, SPS, Sigma Pi Sigma
Gary White, member-at-large, editor of The Physics Teacher, George Washington
Ashley Carter (she/her), Secretary/Treasurer, Amherst College
Carl Pennypacker (he/him), UC Berkeley, Member at large
Susan Blessing (she/her), Chair,
Danielle Maldonado (she/her), graduate student member, West Virginia University
Geraldine Cochran, Vice Chair, Rutgers

Slides: first made by Laura Rios and updated by Eric Brewe

https://docs.google.com/presentation/d/1oOJLZumW_yTdtZPJCMAL7d8XO2KNRZeOGvImz8rMQZo/edit#slide=id.p

Agenda

- 1) Brief introductions
- 2) Purpose of the meeting: overview of FEd operation

Make-up of Executive Committee:

Chair line for the Committee: Vice Chair, Chair Elect, Chair, Past Chair, 4 year term

6 members at large = 2 are AAPT/APS joint, 3 year term

Grad student member - 2 year term

Secretary/Treasurer - 3 year term

Councilor

Meetings we have:

Kickoff meeting - Jan/Feb - organize new members and form committees

Business meeting - April - committee updates, especially awards committees

Election committee - Sep/Oct - form nomination committee

Committees we work on:

1st year members: Excellence in Ed award, Reichert award, Fellowship committee

2nd year members: program committee

3rd year members: nominating committee

Grad student: program committee

Awards/Fellowships committee – tasked with determining nominees for APS fellows/Reichert award/Excellence in Ed award –Chaired by past chair, soliciting members can't review nominations, you can send emails but can't ask someone to run, if you are passive about soliciting nominations then can review nominations. Up to additional 5 members. Deadline is 6/1/2023

Nominating committee - nominating members for election to FEd executive committee – Chaired by Vice Chair. Up to 2 additional members plus AAPT. Deadline for nominees 10/15. Deadline for election 11/15.

Program Committee – find the themes at the April/March meeting and then find the speakers – Chaired by Chair elect. Up to 9 additional members. Deadline is Fall before the meeting.

APS has 3 groups on education:

Forum on Education - very broad, anybody that is interested in education and physics

Topical Group on Physics Education - group for physics education research

Committee on Education - this is a policy group

3) Ongoing business

- a) **Committees** - At-large Members fill out survey to sign up for different committees.

4) New business

- a) There is an APS session at the AAPT Summer meeting
- b) Nominations for plenary speakers
Please suggest plenary speakers for AAPT meetings (Summer, Winter, and ongoing) here:
<https://forms.gle/oHwxo31BiwsEBWCJ8>
- c) Member pins pickup at the March meeting. We don't hand out any at the March meeting, and instead hand it out at the April meeting. There is one speaker at the March meeting.
- d) Add New members to the Forum on Education website. Send email to Danielle to update her. Also let her know who the past grad student is.
- e) Carl is interested in what other programs we can be working on? He is especially interested in mentoring international members. Contact Carl before next meeting.

