



**NEW YORK STATE SECTION
AMERICAN PHYSICAL SOCIETY**

Executive Committee Meeting Minutes
114th Semi-annual Symposium
155th Meeting of NYSS/APS
April 1st, 2016
Sarah Lawrence College, Bronxville, NY

Time: 9:00 am

Members Present: Chair: Bruce White (17); vice-chair: Erica Simoson (17); Secretary/Treasurer: Gianfranco Vidali (17); Executive Committee: Harold Hastings (19); Carl Ventrice (17); Sunil Labroo (17); Kenneth Podolak (17); Michael Rogers (19); Samuel Amanuel (19);

Members Absent: Michael Hennessy (17); John Noe (17); Shashi Kanbur (19); Jenny Magnes (19);

1. Approval of minutes of the Executive Committee Meeting at the 2015 Spring Symposium at SUNY-Fredonia and at the 2015 Fall Symposium at Vassar College:

Corrections to the minutes were noted.

2. Report of the Local Committee – Bruce White and Scott Calvin (Sarah Lawrence College):

- a. Preliminary numbers for this meeting: 93 attendees before morning registration, about half for the banquet. There are about a dozen posters
- b. **Posters – see Appendix A**
 - (i) Sunil proposed to increase the amount allocated for poster awards to \$1,000. Bodhi seconded and the motion passed unanimously.
 - (ii) Reminder of the policy: (PASSED October 15, 2004 with amount revised at this meeting) the judging committee may award prizes (up to \$1,000) for posters in categories at the discretion of the judges.
 - (iii) A poster judging committee was formed:
Carl Ventrice, Samuel Amanuel, and Harold Hastings; Scott Calvin is the local judge.
 - (iv) Results of posters judging – **See Appendix A**
- c. **Student support**
 - (i) There were a no requests for travel support from students;
 - (ii) Reminder of the policy passed at the Executive Committee Meeting, Spring 2013 **Overall student support maximum is increased to \$150 per student for travel and hotel. To encourage pre-planning, student support requests received two weeks prior to the symposium will receive full consideration for full reimbursement of expenses (double occupancy and ride sharing) pending availability of funds. Students are expected to pursue alternative sources of funding also. The total amount to be allotted per symposium for this purpose is \$2500. Amounts exceeding this need prior approval of the Executive Committee.**

3. Secretary/Treasurer's report –Gianfranco Vidali

At the end of February 2016, the latest financial statement available from APS shows we have \$65,739.41. At the same time last year we had \$58,046.14. Dues from APS amount to \$10,552 vs. \$9,620 a year ago. Currently there are 2638 NYSS members, a bit above the year 2015 number, which is 2405 members. The percentage of NYSS members with respect to the total APS membership increased to 4.97% from 4.67%. **We are now the state section with the largest number of members!**

The investment income is \$301.16 vs. \$298.54 for the same period a year ago. The total revenue (APS dues, registration fees, banquet, investment) for 2015 (full year) was \$13,049.80 vs. \$16,480.47 for 2014. Expenses (food, travel grants, outreach grant) for 2015 were \$10,661.15 vs. \$10,651.78 for 2014.

| | 2016 (1/1-2/29) | 2015 (1/1-2/28) | 2015 (full year) | 2014 (full year) |
|--------------|-----------------|-----------------|------------------|------------------|
| Total assets | \$65,739.41 | \$ 62,341.14 | \$54,886.25 | \$52,422.60 |
| Revenue | \$10,853.16 | \$9,918.54 | \$13,049.80 | \$16,480.47 |
| Expenses | \$0.00 | \$0.00 | \$10,661.15 | \$10,651.78 |

Note: The October 2015 Financial Statement from APS had a charge of \$2,000 (item: Meeting Registration Fees). This is a reclassification of registration income that should have gone to the Ohio State Section and was mistakenly coded as income in our account. The incorrectly coded income occurred at various times and for different amounts totaling \$2,000 during the period 9/30/2011 through 3/31/2015. The 2015 revenue (full year) reflects this \$2,000 reclassification.

Example of costs incurred in Symposia (figures are not final); note that I split the total cost of each Symposium in the net cost to run the Symposium (registration plus grant income minus expenses for catering and use of facilities) and outlays in form of grants, awards, and reimbursements.

SUNY-Oswego:

- Symposium net balance: -\$934.87;
- Other expenses: \$2,743.88 (student travel: \$812.27; poster awards: \$400; Outreach: \$1531.61);
- **Total cost: \$3,678.75**

SUNY-Plattsburgh:

- Symposium net balance: -\$1,980.54
- Other expenses: \$1,217.14 (student travel: \$426.39; speaker travel: \$290.75; poster awards: \$500.00)
- **Total cost: \$3,197.68**

SUNY – Fredonia:

- Symposium net balance: \$473.43
- Other expenses: \$ 5,143.78 (outreach grant: \$2,143.00; student travel: \$850.94; speaker travel: \$1,749.84; poster awards: \$400.00)
- **Total cost: \$4,670.35**

Average cost per Symposium: \$4,115.60

As a reminder, most of the income comes from membership (about \$10,000/year), while most of the expenses are for running the Symposia, students and speakers travel support, poster awards and outreach grants. If our goal is to fund about one Outreach grant/meeting (\$2,000 per meeting), then to keep an even balance we need to contain the deficit to run the Symposia (excluding travel grants for students, travel reimbursements for speakers, and poster awards) to about \$1,000 per Symposium

Ideally, we would like to have a net about twice the operating budget. Since our net keeps increasing, at the 2013 Fall meeting I proposed the following steps to increase outlays:

- a. Increase the number and size of the Outreach grants;
- b. Increase the financial support for students to attend Symposia;
- c. Allocate a budget for partial travel reimbursements for speakers at Symposia

5. Future Symposia

- a. RPI (Fall 2016: November 11-12) – Topic: Layered Materials
- b. SUNY – Buffalo (Spring 2017) – Topic: not decided yet
- c. Cornell University (Fall 2017?) – Topic: Gravitational Waves?

There was a discussion whether to hold a workshop at RPI for faculty of undergraduate institutions about doing research with undergraduates, funding opportunities and careers in industry. Among the suggestions: invite an NSF program officer, have a panel discussion on the projected needs in industry, and invite TeachSpin to talk about best practices in running advanced labs or capstone projects.

6. Outreach – Harold Hastings

Harold contacted the RIT group about a proposal submitted at the Fall 2015 meeting. The Outreach Committee asked the RIT group to either resubmit with a budget of at most \$1,000 (plus up to \$ 200 for travel to present), no misc. or lunch costs, no pay for the student actors (RIT paid this for other videos), science-related “gifts” instead of gift cards – budget for equipment, supplies and expense, details about the church and details about subsequent broader outreach, by October 15 for a rapid review by the Committee or resubmit for the next cycle (deadline March 31, 2016) along these lines, except for a budget of up to \$ 2,000 for broader outreach. Since then the lead person at RIT left and the proposal has not been re-submitted. No other proposals were submitted.

There was a discussion on how to publicize the Outreach Program and encourage submissions. Here are some of the comments:

- a. Perhaps the name “outreach” doesn’t quite convey the scope of the program
- b. Efforts should be made to reach out to high school physics teachers. This requires legwork by faculty at local colleges and universities. Get in contact with BOCES as they have the resources to reach out to the local communities
- c. Bodhi will advertise our Outreach Program at STANYS
- d. Use our Newsletter to promote the Outreach Program and to report on the successful completion of the funded projects
- e. List on the NYSS page the titles of the funded projects

7. Election Committee:

Carl Ventrice and Jenny Magnes volunteered to serve on the election committee for the 2017 elections. As Chair-elect, Erica Simoson will chair this committee. A representative of APS must still be selected. Since the current Secretary/Treasurer will be a candidate, Erica will find someone from the Executive Committee who can run the election.

8. Newsletter

Bruce agreed to write the Newsletter. There was a discussion about how to publicize the Symposia and increase their attendance. Here are comments and suggestions:

- Use the Newsletter to announce Symposia and report about past Symposia
- Send announcements to SPS chapters and poll SPS students on what it would make them attend symposia
- Ken will create a Twitter account (#NYPhysicsAPS)– Twitter is more used by students than Facebook. There is the need to monitor access to the Twitter account and to the Facebook page if it will be established
- We need to make clear the posters from all areas of physics are welcome
- The main theme of these efforts is to increase attendance at Symposia

The meeting was adjourned (12:15 pm).

Appendix A - Fall 2015 Student Poster Awards

Undergraduate Student Category:

1. Name: Samantha Rogers
Amount: \$250
2. Name: Amanda Preske
Amount: \$250
3. Name: Rachel Barkowitz
Amount: \$150
4. Name: Thomas Urtz
Amount: \$100
5. Name: Kimberly Cushman
Amount: \$50
6. Name: Lyteshia Price
Amount: \$50
7. Name: Bridget Chartrand
Amount: \$50

Appendix B – Travel Support to Students to Attend the Spring 2016 Symposium at Sarah Lawrence College

A total of \$381.24 was requested for the travel of six students.

Appendix C –Report of Fall 2015 Symposium at Vassar College

Submitted by Jenny Magnes

Registration:

| | |
|---------------------|----|
| Students: | 16 |
| Speakers: | 8 |
| Total Attendance: | 43 |
| Banquet Attendance: | 37 |

Income:

| | |
|-----------------------|----------|
| Registration: on site | \$ 40.00 |
| Banquet: on site | \$ 45.00 |
| Vassar Contribution: | \$ 0.00 |

| | |
|------------------------|----------|
| NYSS-APS Registration: | \$405.00 |
| NYSS-APS banquet | \$395.00 |

Income Total: \$885.00

Expenses:

| | |
|---|-----------|
| 9/11 Breakfast 14 @ 9.99 plus delivery | \$160.84 |
| 9/11 Afternoon Coffee break plus delivery | \$204.00 |
| 9/11 Dinner Twisted | \$1750.00 |
| 9/12 Breakfast 60 @ 8.99 plus delivery | \$569.35 |
| 9/12 morning break plus delivery | \$114.50 |

Food total \$2798.69

Speaker travel expenses Alumnae House
4 @ 110.00 hotel for Speakers
Elizabeth McCormack, Majita Iyyra
Cahandralekha Singh & Alayar Kangarlu

| | |
|--------------------------|----------|
| B & G charges for set-up | \$300.00 |
| Printing/Folders/Badges: | \$39.01 |

Expenses Total: \$3597.70

Travel expenses for the speakers reimbursed by APS: \$931.12