

Executive Committee Meeting Minutes  
Roanoke, VA  
October 28, 2011

**Financial Report:** John Shriner

The financial situation is sound. The net gain over the past year is \$8,644 mostly due to the fund raising effort for the Slack, Pegram, and Beams funds and is due to donations from various institutions and individuals in SESAPS. The award funds are now healthy as a consequence. The general fund which is invested with APS (at ~3%) totals \$37,951.

A motion was made and passed that the membership would be surveyed to determine if the printed meeting bulletin could be dropped with the resulting savings transferred to more student support for travel to SESAPS meetings. The estimated savings would be approximately \$2200.

**Membership Report:** Brad Cox

For the third year in a row the SESAPS membership has decreased. We are still the largest section but by only 56 members over the California section which is still rising rapidly. There are approximately 5000 APS members in the SE and 2700 SESAPS members so there is a hidden constituency that needs to be encouraged to join. In addition, it was pointed out that the young grad students no longer have a natural connection to the APS since they have access to all the APS publications without joining the APS (and therefore SESAPS). The Executive committee was encouraged to take responsibility for making sure graduated students at their institutions join APS and SESAPS and ask their colleagues at other institutions to do likewise.

The fact that there has been no increase due to the joining of SESAPS by Puerto Rico was noted. There were Puerto Rico physicists at the conference however. It was pointed out that it was premature to expect a large component of Washington DC university members to attend SESAPS since APS has not acted on the SESAPS executive committee recommendation that their admission to SESAPS be approved by the SESAPS membership via a SESAPS ballot. Cox offered to contact the DC institutions if he could have the names of the individuals to contact. Roxanne Springer indicated that Roy Goodrich (phgood@gwu.edu) is the person that collected positive responses from all the DC universities.

The joining of the DC universities seems to have been confounded by the possibility of a new mid Atlantic region. Kate Kirby had promised to look into the reality of this. Laurie McNeil will follow up with her to see what the situation is.

**2011 Election Report:** Richard Haglund

The election of Vice Chair and the Executive committee was conducted. The nominees for Vice Chair were Mary Ellen Zvanut (UAB) and Romulus Godang (University of South Alabama) with Zvanut being elected. The nominees for the Executive committee were Mark Edwards (Ga. Southern) and John Yukich (Davidson) with Yukich being elected. 548 votes representing 20.1% of the vote were cast.

**Prize Committee Report: Richard Haglund**

The winners of the 2011 SESAPS prizes are:

Beams Award - John Thomas Duke University

Slack Award – David Ernst Vanderbilt University

Pegram Award – Stephen Robinson Tennessee Tech

**2011 Meeting Report: Roxanne Springer**

Various statistic for the meeting were distributed by Roxanne:

Statistics on SESAPS 2011 Participants  
19 October 2011

Abstract Numbers

Submitted	Withdrawn	Invited	Oral	Poster
236	42	76	107	53

Distribution by Subfield (when designated)

Subfield	Total	Oral	Poster	Percent
Applied	9	4	5	3.8
Astro	18	6	12	7.6
AMO	14	9	5	5.9
Bio/Med	10	9	1	4.2
CM/Nano	25	20	5	10.6
Grav	6	6	0	2.5
Nuclear	19	14	5	8.1
Particle	25	14	11	10.6
Education	5	3	2	2.1
Stat/Nonlin	16	14	2	6.8

Undergraduates as of 19 Oct 2011: 13 posters; 15 talks.

Country of Origin: all US except one from Austria, one from South Africa, and one from the United Kingdom.

**Distribution of Abstracts According to Discipline**

Geographic Distribution[1]

State	Abstract
Alabama	14
Florida	22
Georgia	20
Kentucky	3
Louisiana	8
Mississippi	1
N. Carolina	24
Tennessee	47
S. Carolina	9
Virginia	94
Puerto Rico	1
D.C.	6

**Geographical Distribution of Abstracts**

The number of abstracts are divided among the various categories:

Withdrawn abstracts = 42  
Invited abstracts =76 (32.20%)  
Oral abstracts =107 (45.34%)  
Poster abstracts = 53 (22.46%)

The number of registrants are as follows::

Active APS member	-	113
Non APS member	-	18
Undergraduates	-	92
Graduate students	-	70
Venders	-	2
Total		295

**Student Travel Grant Report:** Paul Cottle

This year the request for support (\$11, 150) was substantially more than the budget. With \$350 as the maximum, 34 of the 36 applicants received at least partial support with a total of ~\$8000 distributed.

Paul Cottle made a proposal for handling travel grants which is attached below. This change was unanimously passed by the executive committee.

A second motion was made that an additional criterion for receiving travel support be that the applicant be a member of SESAPS. This was also passed unanimously.

A third proposal, also passed, was that the deadline for applications be set to one week after the deadline for submission of abstracts.

**Registration Fee Question:** John Shriner

Several revisions for the meeting registration fees were proposed:

- (1) Raise the undergraduate registration fee from \$0 to \$10 to help cover costs associated with the approximately 100 undergraduate attendees.
- (2) In an attempt to encourage early registration for the benefit of the local organizing committee, create categories of early registration and regular registration. The regular registration fees will be \$20 above the early registration fees for all categories except undergraduates. The deadline for early registration will be set each year and will be from 1-4 weeks prior to the meeting, depending on the needs of the local organizing committee.
- (3) Create an “Unemployed” category of registration fee, which will be the same as the fee for graduate students (currently \$40).

The current registration fee structure will then be as follows:

	Early registration fee	Regular registration fee
Undergraduate Student	\$10	\$10
Graduate Student	\$40	\$60
Retired APS member	\$40	\$60
Unemployed APS Member	\$40	\$60
Regular APS Member	\$90	\$110
Nonmember	\$110	\$130

This proposal passed and will be submitted for approval by the APS.

**Archiving:** Roxanne Springer

Roxanne contacted the Niels Bohr Institute of the AIP to understand their desire for SESAPS archival material. They will accept material electronically but essentially want everything. It was recommended that the chairs at the termination of their time in office, turn over everything to the Institute.

A potential problem was pointed out that any person communicating with SESAPS should, in principle, be notified that their communication may be submitted for archiving. A variety of suggestions were made about how to deal with this but no clear consensus was reached.

It was suggested that the secretary send all old paper documents lock stock and barrel to AIP. Roxanne will supply the mailing address.

**2012 Meeting:** Paul Cottle

The 2012 meeting will be held in Tallahassee. The major organizers are Winston Roberts at FSU and Charles Weatherford at FAMU. Paul will keep us informed as details of the meeting develop.

**2013 Meeting:**

No definite proposal, yet. Western Kentucky University and the University of Kentucky will be pulsed to see if there is an interest.

**2014 Meeting::**

An overture from South Alabama has been made. Still tentative.

**Proposal for changes to SESAPS travel grant program  
October, 2011**

- 1) *Set the application deadline one week after the abstract submission deadline.*  
For those whose attendance at the meeting depends on receiving a grant, waiting until less than a month before the meeting is impractical. For example, plane tickets should be purchased much farther in advance.

- 2) **Create an e-mail account like [sesapstravelgrants@gmail.com](mailto:sesapstravelgrants@gmail.com) to which all applications should be submitted electronically.** It is way too easy to lose a paper application sent via snail mail. In addition, keeping track of 36 applications (as we had this year) on one's mail e-mail account can be tricky. Keeping the applications on a shared account provides backup and makes tracking more reliable.
- 3) **Require the use of a standard format - like a word form – for applications.** We had an impressive range of formats this year, from actual paper, to scanned images in bitmaps, to pdf's, to word documents. There doesn't seem to be a downside to requiring one standard format, and it would simplify handling.

**Proposed guidelines text:**

*Guidelines for the SESAPS Student Travel Support Program*

The SESAPS travel support awards are available only to students from the ten-state and Puerto Rico SESAPS area and are intended to supplement departmental and personal funds. To be eligible for an award, the student must be the presenter of a talk or poster in a SESAPS session and must be a SESAPS member. Instructions will be provided in the summer electronic newsletter and on the SESAPS web site, and application forms will be available on the SESAPS web site. Applications should be submitted electronically by midnight, EDT, one week after the abstract deadline to the email address [SESAPSTravelGrants@gmail.com](mailto:SESAPSTravelGrants@gmail.com). A Word document will be provided as the application form. A brief e-mail message in support of the student's application from his/her advisor should be sent to this same address.

The Past Chair will determine the awards. He/she will attempt to provide a geographical and institutional distribution of the available funds, with students from no single institution receiving more than 20% of them. Other information which will be considered by the Past Chair include (1) distance of the student's institution from the meeting, (2) the opportunity for car pooling and room sharing when several students from the same institution apply, and (2) the fact that small institutions often have correspondingly small travel budgets.

The Past Chair will send a message to each applicant to confirm that the application has been received. After the Past Chair has made his/her decisions regarding awards, he/she will send each student a message by e-mail indicating the amount of the award with a copy to the SESAPS Treasurer. The student will be required to present a "photo ID" at the meeting registration desk in order to receive his/her award check. After the meeting all applications for travel support will be deleted .

The application form, listed below, will be updated each year to reflect the deadline for that year and any changes in the dollar amounts.