Spring 2007 Meeting of the Illinois and Iowa Sections of the AAPT
"Broadening the Scope of Physics Education"
March 30-31, 2007
Western Illinois University
Macomb, IL 61455

You are invited to attend the spring meeting of the ISAAPT, which will be a joint meeting with the Iowa section of the AAPT. Please join us, to learn more about physics, discover new tools and techniques for teaching physics, share your experiences via contributed presentations and Take Fives, and meet old and new friends.

The invited talks and speakers are:

“What Do Physics Instruction and Loss of Memory Have in Common?” by Dr. John S. Rigden, Physics Dept., Washington University, St. Louis (banquet speaker on Friday evening)

“Using the Science Writing Heuristic to Improve Students' Understanding of Topics in General Chemistry” by Dr. Thomas J. Greenbowe, Dept. of Chemistry, Iowa State University (Friday afternoon)

“Cannonballs or Baby's Bowls: How Context and Gender affect Physics Tests” by Dr. Laura E. McCullough, Dept. of Physics, University of Wisconsin – Stout (Saturday morning)

There will be three workshops. Sign up for these on the Registration form.

W1. "Observational Astronomy Simulations in the Instructional Laboratory", Dick Cooper, Gettysburg College, Friday, 10:00-12:00, free

W2. "Robots in the College and High School Physics Classrooms, Part 2", James Rabchuk, WIU, Friday, 10:30-12:00, free

W3. "Cracker Barrel discussion: "Recruiting Physics and Engineering Majors", Richard Martin, ISU, Friday, 10:30-12:00, free

Attendees are welcome to present talks at this meeting. We solicit your innovative ideas and student projects in any area of classroom physics. Many of you have proven methods and techniques and we want to hear about them. Some of you have students who are involved with you on a student research project. Students are invited to present a talk at the Student Research Symposium, and there will be awards for best student papers. See the ISAAPT web site for details and rules. The length of the presentation is 15 minutes, including time for questions. The title of your presentation should be submitted by Friday, Mar. 16. The deadline for all of the information, including a one paragraph description, is Friday, Mar. 23. Use the form on two occasions, if necessary, to first submit the title, then later to submit the description (or abstract).
W I T H I T – What in the heck is this?

Do you have something in your storeroom that has you baffled? Please bring it, place it on the designated table (with your name) so we can all look at it during the breaks. This was a new feature of the last meeting and inspired quite a few conversations, so we would like to repeat it. Please use the Registration form to tell us that you will be bringing an item, or just bring something anyway!

For more information, maps and directions, registration forms, hotel information, and the program, see our website: www.isaapt.org

Future ISAAAPT Meetings

- Spring 2007 – March 30-31 - Western Illinois University, Macomb
- Fall 2007 – Lincoln Land Community College, Springfield
- Spring 2008 – University of Illinois at Urbana-Champaign
- Fall 2008 – Oct. 10-11 – Illinois State University, Normal (joint with IACT)

If you are considering being a host for a future meeting, please contact our president, Troy Gobble (t gobble@RBHS208.org).

Future Chicago section meetings

- Spring 2007 – Apr 14 – Niles West High School
- Fall 2007 – Naperville Central High School
- Spring 2008 – Harper College, Palatine

Future national AAPT meetings

- Summer 2007 – Jul. 28-Aug. 1 – University of North Carolina at Greensboro
- Winter 2008 – Jan. 19-23 – Marriott Waterfront, Baltimore, Maryland
- Summer 2008 – July 19-23 – University of Alberta, Edmonton, AB, Canada

Call for participants for the Chicago ITQ Science Project

Illinois State University announces that they are tentatively forming Cohort 3 for their Chicago ITQ Science Project. High school physics teachers with an interest in the Modeling Method of instruction are encouraged to apply. The Chicago ITQ Science Project is a school-university partnership involving mostly teachers from the Chicago metropolitan area, but downstate teachers are sometimes admitted depending up availability of openings. Complete details about qualifications, stipends, free materials, dates, and location are available at the following URL:
http://www.phy.ilstu.edu/pte/chicago_itq_science_p roj.html.
Kim Shaw receives the 2006 Distinguished Service Citation from ISAAPT 2006 president Bill Hogan (Photo courtesy of Dave Renneke)

**Kim Shaw Receives Distinguished Service Citation**

Prior to the spring Section Meeting, the Executive Council solicits nominations for the Distinguished Service Citation. This award is conferred by the ISAAPT during the fall meeting if a suitable candidate is identified. The recipient of the 2006 DSC was Prof. Kim Shaw of Southern Illinois University, Edwardsville.

The award was conferred in recognition of the outstanding contributions Dr. Shaw has made to the field of physics teaching in the state of Illinois. Letters of nomination point to Dr. Shaw as a respected leader and an inspiration to others in the profession. The ISAAPT Executive Council characterized her service to ISAAPT as enthusiastic, continuing, and in all ways exemplary. Through the award special recognition is given in the areas of leadership of colleagues and students through physics teaching, professional contributions to section activities through contributed papers, workshop presentation, committee service, or elective office and distinguished service at the home institution.

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**Section Representative Report from the AAPT National meeting in Seattle, Washington, January 2007**

**President’s Report**

President Ken Heller highlighted major changes in the National Office.
- New Executive Officer, Toufic Hakim, whose term began September 5.
- Bernie Khoury will continue as Executive Officer Emeritus for one year.

There was a leadership retreat being organized for June to discuss further potential changes in the organization of AAPT. Heller commented that by looking inward, the AAPT would be able to provide more coherent and effective member services. The Board wants to determine how AAPT can amplify what our members do and how we can improve our current services and to define what goals should be adopted for the next 5-10 years that will help us achieve our vision.

**AAPT National Elections**

M.B. Monroe reported the results of the Fall 2006 elections: Alex Dickison was elected Vice-President, Steve Iona was elected Secretary, and Gordon Ramsey was elected At-Large Member representing four-year colleges and universities. The 2008 Nominating Committee completed their nominations for the Fall 2007 elections:
- For Vice-President
  - David M. Cook (Lawrence Univ.)
  - Steven Turley (Brigham Young Univ.)
- For Treasurer
  - Robert Teese (Rochester Inst. of Tech.)
  - Paul W. Zitzewitz (Univ. of Mich. - Dearborn)
- For High School Representative
  - Elizabeth B. Chesick (Baldwin School)
  - Nina M. Morley Daye (Orange High School)

**Treasurer**

Robertson reported that AAPT is in good financial shape. Therefore he urged Council members to help solicit more proposals to the Bauder Fund and the Venture Fund. The Bauder Fund supports activities
targeting the general public and the Venture Fund supports the development of marketable materials.

Report from Section Representatives

Randy Peterson, Chair of Section Representatives, reported the results of the elections held during the meeting of the Section Representatives (SR). Mary Mogge was elected Vice-Chair, Tom O’Kuma and Marina Milner-Bolotin were elected to serve on the national 2009 Nominating Committee, and Joseph Spaccavento, Bill Waggoner, and Oren Quist were elected to serve on the SR nominating committee. Al Gibson, Vice-Chair of Section Representatives, will assume the Chair’s position at the end of the Seattle meeting. In addition, the Representatives selected for nomination to Council Jeff Williams and David MacDonald to serve on the Memberships and Benefits Committee. Peterson moved that we accept these two as members of M&B and John Fitzgibbons seconded the motion. The motion passed unanimously.

Report from the Executive Officer

In his introductory remarks, T. Hakim thanked the Board and AAPT for the opportunity to serve as its Executive Officer. Hakim then gave a PowerPoint presentation summarizing recently implemented changes and new initiatives.

Communications and Publications

• The Announcer will be transformed to four venues: AAPT News, stand-alone meeting abstracts (online eventually), financial reports in a comprehensive Annual Report, and general interest stories that will appear in the magazine, Interactions. The distribution of the premier issue of Interactions coincided with the Seattle national meeting. Hakim credited Daryl Malloy and Rob Headrick for their efforts in making these changes happen.
• The redesign of the AAPT website is underway and should be completed by the end of the year.
• AAPT’s first annual Symposium on Physics Education was organized for the Seattle meeting. The title for this special session was Overcoming Gravity, The Critical Force of Physics Education in Boosting National Competitiveness.

National Meeting Locations

Approved future meeting sites are
• University of North Carolina, summer 2007;
• Marriott Waterfront Hotel, Baltimore, MD, winter, 2008;
• University of Alberta, AB, Canada, summer, 2008;
• Jointly with the AAAS, McCormack Place & Lakeside Center, Chicago, IL, winter 2009; and
• Jointly with the APS, Marriott Wardman Park Hotel, Washington DC, winter 2010.
• Summer 2009. Hakim presented University of Michigan at Ann Arbor as the staff’s recommendation for the summer 2009 meeting. The motion passed.
• Summer 2010 and 2011. Hakim asked for Council’s feedback regarding a proposed joint meeting with MAA (Mathematical Association of America) in the summer 2010 and a proposed joint meeting with ASEE (American Society of Engineering Education) in the summer 2011. Site visits have not yet been conducted and so discussions of these options were precursory.

Model of Winter Meetings

Paul Robinson urged the Council to think long and hard about the AAPT’s current model of winter meetings. He advised that if the AAPT wants to continue having winter meetings, the meetings must be meaningful and affordable. He opined that currently they are not. In response Gordon Ramsey explained that during the June Retreat the Executive Board considered if the winter meeting should be eliminated. The conclusion was definitely not because the summer and winter meetings attract different groups of teachers. Heller asked the National Office to collect data germane to this discussion.

And for ISAAAPT members not yet a member of AAPT - If you are a member in good standing with the section but have never been a member of National AAPT, you can sign up for a free 6 month trial membership, including an online subscription to either American Journal of Physics or The Physics Teacher.

Submitted by Kim Shaw
Call for Nominations for Outstanding High School Physics Teacher Award

Each school year the Illinois Section of AAPT is pleased to receive nominations for outstanding high school physics teachers in the state. Fellow teachers and school administrators who are aware of exceptional performance and enthusiastic student response are encouraged to fill out the online nomination form found on the ISAAPT website. The person who is nominated will be notified and asked to fill out the online candidate information form. Please note that the deadline for receiving nominations is December 1, 2007. The teacher who is selected will be notified and presented with the award at the spring 2008 meeting of the Section.

Nuclear issues – a summer workshop at Illinois State University

"Hiroshima and Nagasaki for College Teachers" is a one-week workshop, June 25 - 29, 2007, and will provide the participants with resources and planning for a general education course or individual units dealing with “All Things Nuclear” and “The Legacy of Hiroshima and Nagasaki”. Your guide will be Raymond G. Wilson, Ph.D., Emeritus Associate Professor, Physics Department, Illinois Wesleyan University, Bloomington, IL 61702. This workshop is supported by the cities of Hiroshima and Nagasaki and by friends of the workshop. The enrollment deadline is May 15. See: http://titan.iwu.edu/~physics/Hiroshima.html

Contact: Raymond G. Wilson at 309-556-3176 or by email at: rwilson@iwu.edu See his home page: http://titan.iwu.edu/~rwilson/

Membership LISTSERV Established

The ISAAPT is moving into the 21st century with a listserv! The un-moderated listserv is available now for ISAAPT members and interested others. It will be used to keep you informed about some of the many physics happenings (e.g., summer workshop and meeting announcements, etc.) in Illinois and nationwide. If you wish to subscribe to the ISAAPT membership listserv, send the following message to listserv@ilstu.edu, being certain to turn off your signature before sending:

SUBSCRIBE isaapt-l

If at any point you wish to un-subscribe from the ISAAPT membership listserv, send the following message to listserv@ilstu.edu, being certain to turn off your signature before sending:

SIGNOFF isaapt-l

You need not include your name or e-mail address in either case; that will be picked up from your message header. If you have any difficulty, please check with the listserv manager, Carl Wenning, at wenning@phy.ilstu.edu.

Information about the listserv will be maintained on the ISAAPT Web site.

Minutes of the Fall 2006 ISAAPT Executive Council Meeting
Saturday, October 14, 2006
Rock Island High School, Rock Island, IL
Room 117

Call to Order: President Bill Hogan called the meeting to order at 7:05 a.m. In attendance were the following Council members: Kenneth Mellendorf, Douglas Brandt, Carl Wenning, Troy Gobble, Zak Knott, Bill Hogan, Rob Mason, Brian Davies, Cliff Parker, Dominic Sarsah, Kimberly Shaw, Ann Brandon, Debby Lojkutz, Dave Renneke, Raydo Bugayong, Chris LaRoche, Curtis Shoaf, and Elisabeth Langford. The following items were addressed and decisions made:

Secretary-Treasurer Report: Carl Wenning provided a hard copy of an electronic version that had been sent via listserv in the days prior to the meeting. Both reports were approved without question or correction.
Section Representative Report: Ann Brandon gave a detailed report on behalf of Carl who was not able to attend the Section Rep meeting at Syracuse, NY. She indicated that there is substantial support from the national office for the sections to hold their meetings, including small grants, “goodies,” and a speakers bureau. She reiterated that Toufic Hakim had replaced Bernard Khoury as executive officer, but that Bernie will stay on to work on generating $50,000 per year to support Association activities and to continue working with Physics for All (Physics First). She noted that the national Physics First website maintained by the New York section will be updated. The US team came back with five medals and second place overall in the International Physics Olympiad. She noted that the national office will host section listservs if desired, and that state sections can take advantage of the national office’s 501(c)3 non-profit status under certain circumstances. She summarized that the national office will provide some travel support for Section Reps attending the winter meeting. High School Teaching Grants are being underutilized; only 1 or 2 requests are made each year. A Joint High School/Teacher Prep subcommittee is now working on entirely rewriting the booklet Role, Qualifications, and Education of High School Physics Teachers, and that volunteers to assist with this work are being solicited. The High School Photo Contest had 600 entries this summer, and prizes were provided by LeXmark. The video contest rules are being rewritten. At the conclusion of Ann’s report Carl showed the new Section Rep’s Handbook, just created by the national office and distributed at the Syracuse meeting. It will be turned over to his replacement in office as soon as he completes reports from the autumn Section meeting.

Publicity Chair, Section Editor, and Webmaster Report: Dave Renneke complimented Ben Brown for having suggested a pre-submission deadline for talk titles with the note that, “we should have done this a long time ago.” We had to move the initial deadline back one week to get additional title submissions, but the process worked extremely well. Dave noted that having a two-column format for listing talks in parallel sections seemed to be well received. The Council was unanimous in its praise of Dave for doing such an excellent job with the ISAAPT web page. It was recommended that the submitted paper listings be made more prominent on the web page so that prospective attendees could more easily determine whether or not to attend a given meeting. It was also requested to make the date of the meeting more prominent, as well as providing a clear hyperlink to information about the meeting – perhaps including the word “Details….” and making the whole “icon” for the meeting a hyperlink and not just the meeting title. Dave noted that the Announcer did not publish the picture he had sent to the national office.

Newsletter Report: Brian Davies noted that all goes well with publication and distribution of the Illinois Physics Teacher. He printed 140 copies of the fall issue, and sent out 120 – some in bundles to departments as a cost-saving measure. Current issue cost for printing and sending was about $240. Brian gladly consented to continue serving as newsletter editor through spring 2007 “for sure”.

Outstanding High School Physics Teacher Award: Cliff Parker noted that three viable candidates remain from last year’s pool, and that a call for nominations will soon take place through the Illinois Regional Offices of Education. He suggested that he will do what he can to expand the network of notifications.

Committee for the Distinguished Service Citation Report: Carl indicated that the plaque to accompany Kim Shaw’s recognition this year surprisingly had not arrived at the conference. He noted that he was as dismayed as anyone else, and had fully expected to see the plaque at the meeting following online discussion of the procedure for obtaining the plaque. He said he would attempt to find out what happened in light of the fact that arrangements had been made to have the plaque prepared and brought to the meeting.

Bylaw Revisions: Bill Hogan noted that nothing had been done to date. Only a few recommendations for amendments have been submitted. A show of hands indicated that only 6 of the assembled Council members had even read the bylaws.

Current Meeting Update: Meeting host Gary Wolber was unable to be present to provide input, but it was noted that approximately 65 had pre-registered for the meeting, and that there probably were several on-site registrations. It was broadly agreed that everything was going extremely well. Everyone felt that the recommendations derived from the summer retreat of the Council had been fully implemented, and that this had helped make for a high turnout, great invited speakers, contributed talks with a strong focus on pedagogy, and an increased number of high school physics teachers in attendance.

Future Meetings: Brian said that arrangements were going well for the spring meeting, and noted that he can easily handle parallel sessions. Suggestions for possible guest speakers included Richard Hake, John Rigden from Washington University in St. Louis, and José Mestre from UIUC. There may be a buffet with cash bar. It was noted that the Council’s standing subcommittee for planning would meet at 1 p.m. to continue the discussion. Carl noted that he had attended the board meeting of the Illinois Association of Chemistry Teachers (IACT) on October 8, and that they were genuinely interested in the joint meeting. A committee of four will gather to organize the meeting – Carl and Troy (representing ISAAPT) and Tom Holbrook and William Hunter (representing IACT). The Columbus Day weekend in 2008 was approved.
The following meetings are now formally in the schedule:

- Spring 2007 – Western Illinois University, Macomb, March 30-31
- Fall 2007 – Lincoln Land Community College, Springfield
- Spring 2008 – University of Illinois, Urbana-Champaign
- Fall 2008 – Illinois State University, Normal, October 10-11 (joint meeting with IACT).

Nominations: Past-president Kim Shaw detailed the list of nominees for this year’s election:

- President Elect – Debbie Lojkutz
- Secretary/Treasurer – David Sykes
- High School Rep – Zak Knott
- Community College Rep – Tom Snyder
- 4-year College Rep – Tom Foster
- Section Rep – Kim Shaw

Recruitment Brochure and Guidelines: Carl provided revised versions of the tri-fold recruitment brochure for students and the 8-page recruitment guidelines booklet for teachers. He indicated that IACT had agreed, pending actual costs, to co-publish the guidelines booklet, and produce a chemistry variant of the tri-fold brochure. It was agreed to go with a professionally produced brochure (similar in quality to the brochure from the ISU Physics Department that he displayed) and to keep with a less expensive guidelines booklet (8-pages only, no card stock cover). Carl will pursue discussions with IACT and the ISTA, and will work with production specialists to come up with a finalized quote that he will bring back to the groups for final approval.

Adjournment: No other business was brought before the Executive Council; the meeting was adjourned at 8:03 a.m.

Note: The annual business meeting was held over lunch with Iowa Section members in attendance. The ISAAPT membership decided to invite the Iowa section to join Illinois for our spring 2007 section meeting. The slate of ISAAPT nominees for the various offices was set forth, and approved unanimously.

Respectfully submitted,
Carl J. Wenning, Secretary/Treasurer

Treasurer’s Report
Fall Section Meeting – 2006

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Subtotals: $3,103.65 ($4,746.15) ($1,686.15)

Current Balance: $3,194.90

Total special pre-session budget: $500.00 (AAPT grant) + $70.00 (workshop registrations) = $570.00 (fall 2004)
Total special pre-session balance: $570.00 - $275.45 = $294.55.
Checking account closed February 2007 and $3,194.90 transferred to David Sykes.
The summer and autumn 2006 issues of JPTEO are now available from the Journal's Web site:
http://phy.ilstu.edu/jpteo/
These most recent issue contains these articles:

- A post participation review of the University of Virginia's on-line graduate credit physics course for teachers: PHY 605 - How Things Work I, by Kelly Pearson
- A proposed model for planning and implementing high school physics instruction, by Samson Madera Nashon
- Engaging students in conducting Socratic dialogues: Suggestions for science teachers, by Carl J. Wenning
- The convergence of knowledge organization, problem-solving behavior, and metacognition research with the Modeling method of physics instruction – Part I, by Kathy Malone

All back issues of the Journal, starting in June 2002, can be found at the website. JPTEO has recently established a listserv that is used exclusively for disseminating information about the availability of online issues. If you'd like to subscribe to this free service, visit the web site.

Illinois Section Representative Report - National Meeting - Sunday, July 23, 2006
Syracuse, New York

Randy Peterson called the meeting to order at 6:35 pm. Randy passed around two sign in sheets. One of them contained the usual request for presiders at Seattle, the other had questions about the last Section meeting.

The minutes of the Anchorage, Alaska meeting were approved as corrected.

Valerie Evans passed out 3-Ring Binders to each Section Rep. These binders contain everything a Section Rep ever wanted to know, as well as everything AAPT knows about the Section. In the back is an envelope of Member recruitment materials, as well as forms for requesting mailing labels, and “The Box” for Section meetings.

Randy detailed the Responsibilities of Section Representatives.
1. Attend the Section Officers Exchange and Section Representatives meetings at the summer and winter meetings.
2. Attend the Council meeting at the winter meeting.
3. Communicate the current section officers list to AAPT. Email it to memb@aapt.org
4. Send in a yearly report on the activities of the Section. This can be in the form of a report to the Section News of the Announcer.

Note: Your section must have sent in the current officers list and a report of activities for you to get reimbursement for the winter meeting.

Alan Gibson detailed benefits to the Sections from AAPT.
1. There are grants of up to $500 per topic for Section meetings on Teacher Prep, State Standards and Teacher Certification.
2. There is a budget for National officers to come to section meetings.
3. Publications will have a new High School document by fall as well as a NEW TEACHER manual. They should both be available in print, and on comPadre (in “The Physics Front”). The NEW TEACHER manual will include lesson plans, how to do, and where to find information.

Randy introduced Bernie Khoury, the AAPT Executive Officer. Bernie announced that Toufic Hakim will be the new Executive Officer beginning in September. Toufic has a BA and PhD in Physics. He has been the head of Undergraduate Research of APS and responsible for increasing the research activities in his university. Bernie will continue to work as Executive Officer emeritus for 1 year. His focus will be in four areas:
1. A systematic fund raising effort to endow the National Awards. We spend about $50,000 per year on these, including the meeting expenses of the winners and the awards themselves.
2. Physics for All – Every student should be exposed to Physics.
3. He will work with Toufic Hakim more closely with the Sections.
4. He will work with Toufic and the area committees to set priorities for the Association.

Randy introduced Marie Elena Khoury from the AAPT office. Marie Elena reported on the International Physics Olympiad in Singapore. Our five students received 4 Gold and 1 Silver medal. Overall we were 2nd in the world! (China was 1st.) More than 8000 students entered the Physics Bowl. The top student also participated in the International Olympiad and received a Gold medal for Canada. His teacher attended the PTRA activities last week. Both of them will be here this week.

New Business:

Ken Heller, AAPT President, presented a draft of Criteria for selecting future meeting sites. Discussion included: Family friendly sites are more important for summer meetings. What is a hub? We need to define it more specifically. Will we repeat locations? Do we have data for past meetings to support these criteria? We have numbers data, not quality data. What is the minimum # of local help needed for a site to be selected? Are these criteria written in stone? Must a site fulfill all of the criteria to be selected? Is the problem equal at summer and winter meetings?
Ken: It seems to be more the location than summer/winter.

Bernie: These criteria are driven by the desire to have more people at the meetings.

Ken: What is the value of membership in AAPT? If it is only the journal – we have a problem as journals go electronic. We need to increase value for members. We want the meetings to be of value to more members.

Randy: We have several joint meetings scheduled in the future. Seattle will be joint with the AAS (the Astronomical Society). We will join the AAAS in Feb 2009 in Chicago, and the APS in Feb 2010 in DC.

Randy introduced Warren Hein. Warren referred to the Handbook given to the Section Reps.
1. “The Box” form is IIIc.
2. Mailing labels do not include those who have opted out of mail from AAPT. The office is looking for a reference to the AAPT web site so that “no mail” could be more fully explained before members opt for “no mail”.
3. The membership recruitment envelope includes a 6 month free membership form for new members. This membership is only open to members of the Sections who have never been members of AAPT. The 6 month free membership would include an electronic subscription to one journal. The 6 months would be followed by a 1 year ½ price membership, and then require full price.
4. AAPT is willing to host local section list serves, as long as the section can provide a local editor. AAPT could automatically add new national members to our list serve.
5. Tax exempt status: 501c3. There is a way for a local AAPT section to take advantage of the National’s tax exempt status. Contact the office for details.


Steve: This was a different kind of retreat. It was to raise questions, not establish the path to be taken.

Alan: How do we make sure we provide service to those we represent?
The major outcome of the retreat is an Action Planning Group to develop short term, medium term and long term plans for AAPT.

Randy: Nominating Committee. Two of our Section Reps Nominating Committee members are no longer section reps. Paul Robinson (N.Cal-Nevada) is the only remaining member. We need 2 new committee members. Larry Bader (Ohio) and Steve Iona (Colorado-Wyoming) were nominated, and seconded. Nominations were closed. They were elected by acclamation.

John Fitzgibbons moved “We thank Bernie Khoury for his 16 years of service to AAPT”. It was seconded, and passed.

The meeting was adjourned at 8:30 pm.

Submitted by Ann Brandon, Secretary