

Draft prepared December 11, 2003 by V. Chan

Minutes of 2003 Fall DPP Executive Committee Meeting

Hyatt Regency Hotel, Albuquerque, New Mexico
Sunday, October 26, 2003

Members Present: Amitava Bhattacharjee, Vincent Chan, Bruce Cohen, Jill Dahlburg, Melissa Douglas, Jim Drake, David Hammer, Bill Heidbrink, Martin Lampe, Mike Mauel, Warren Mori, Bill Nevins, David Newman, Cliff Surko, Michael Zarnstorff

Members Absent:

Guests: Christina Back, Chris Barnes, Donna Baudrau, Herb Berk, Lee Berry, Cary Forest, Terri Gaier, Gail Glendinning, Rick Lee, Timothy Meyer, Scott Robertson, Edl Schamiloglu, John Willis,

DPP Administrator: Saralyn Stewart

Mike Mauel called the meeting to order at 10:00 a.m. and proposed a revised agenda, which was approved by the ExCom.

Secretary-Treasurer's Report (Chan)

Motion (Chan/Surko): Move that the Spring 2003 DPP ExCom Meeting minutes be approved with.

Action: Passed subject to revisions suggested by Mike Mauel and Jill Dahlburg.

Revisions:

Mike Mauel: Strike the last sentence in the Chair's Report and Review of Action Items that reads: "He expressed some concerns in having a tougher time than anticipated in identifying fundamental contributions of plasma physics, a continuing need to communicate better with the other areas of science, and the fact that plasma physics is still underrepresented in major universities."

Jill Dahlburg: Revise the sentence in the DPP/APS Meetings that should now read: "Jill Dahlburg reported that for DPP 2004, some subject classification categories may be augmented."

Committee members are reminded to provide revisions to minutes when the first draft is sent out. This would allow time to check the tapes for accuracy of statements.

Vincent Chan reported on the approval process for the proposed DPP by-laws amendments. The APS by-laws sub-committee has unanimously approved the amended by-laws, the APS council will vote on them in November and if approved, the amended by-laws will be sent to the DPP membership for final voting. Adoption of the amendments shall require a two-thirds vote by those voting.

As of September 3, 2003 DPP has retained earnings of \$380,808 and current period loss of \$23,178 for a total net asset of \$357,630.

In response to the new European Union (EU) privacy law, the APS has adopted the following procedure for sending emails to EU members. Once a year the APS will send a message to EU members giving them an option to "opt-in" to third party announcements. When sending out an email to division members, the secretary-treasurer will classify the email message as type A (no announcements of non-APS activities) that will be sent to all members, or type B (containing non-APS announcements) that will go to all non-EU members and EU members who have "opted-in".

DPP membership is currently at 2536, which is 5.98% of the APS membership.

Chair's Report and Review of Action Items (Mauel)

Mike Mauel announced the 2003 DPP election results.

Melissa Douglas (LANL) is the new vice chair elect, term ends 11/2007.

Christina Back (LLNL), Chris Barnes (LANL), Herbert Berk (Texas) are the new ExCom members, terms end 11/2006.

DPP will continue mailing out ballots to members who do not have email addresses.

Councilor's Report (Drake)

The APS council meets November 2. Jim Drake will submit a written council report after the meeting.

Committee Reports

Jill Dahlburg reported for the fellowship committee. There were 60 nominations versus 47 and 48 for the last two years. DPP should send out a separate announcement for the fellowship nomination next year by February.

Lee Berry reported for the Coalition for Plasma Science. David Newman and Joel Cook gave two seminars at Capital Hill that was attended by approximately 100 people each. CPS is trying to set up a semi-finalist level topic award for plasma science at the Intel Science Competition. The funding, \$3000 for three years, has to be provided by an outside organization. Also, three judges will be needed.

Motion (Zarnstorff/Hammer): Move that Lee Berry prepare a proposal to present at the Spring ExCom Meeting for the plasma science Intel Competition prize.

Action: Passed.

CPS needs volunteers to support the website on history of plasma science. John Willis suggested CPS to look into who can contribute to archiving plasma physics history and important contributions.

Lee Berry has agreed to stay on as CPS representative to DPP.

Jim Drake reported for Bill Dorland, chair of the Public Information Committee, on DPP Meeting scientific highlights. There were 35 submissions and 5 accepted for press highlights. All 35 will be on the AIP website. In the future, requirements for submission should be clarified, specifically, being an invited talk is not a requirement. Bill Dorland should work closely with Jill Dahlburg, the 2004 program chair, to solicit the most exciting topics.

Wallace Manheimer, as chair, reported for the Maxwell Prize committee. The committee noted that experimentalists were under-represented, a majority of the recipients were from fusion, having nominees from other areas such as plasma processing would perhaps garner more financial support for the prize endowment, and the number of women involved in the selection process (nominees, nominators, writers of supporting letters, and committee members) is much less (3 out of 104 were women) than their representation in the DPP membership. To encourage more experimental nominations, DPP should publicize that several scientists can share the Prize.

Gail Glendinning reported for the Women in Plasma Physics Committee. She noted a drop off in the number of women giving invited talks. She is checking into how to get an update on women membership from APS.

Motion (Mauel/Hammer): Move to have WPPC lunch reservations made through the DPP registration form in future years.

Action: Passed.

Martin Lampe reported for Robert Bingham on the EPS Meeting. Three meetings have decided to join the EPS in 2004. The program committee meets on the week of the DPP meeting and Martin plans to attend.

Education and Outreach (Lee)

Rick Lee reported that the Teachers Day this year is expecting 76 teachers and 704 students. The number of students is down from previously years because of parent-teacher conferences being held in the same week

and New Mexico's population is small. Local institutions participating include University of New Mexico, Sandia National Labs and New Mexico Tech.

Suggestions for future meetings include preparing a handbook on how to organize Teachers Day and Science Expo, and encouraging local chair and local teacher to make extensive contacts.

The education and outreach committee is in the process of inviting distinguished lecturers, not all of whom have responded. Suggestions were made to Rick Lee to improve the process of selection.

Motion (Drake/Surko): Move to form a sub-committee consisting of Zarnstorff, Barnes and Newman to help Rick Lee identify a list of speakers, draft guidance to lecturers emphasizing the physics and encourage appropriate talk topic, and send information to physics departments in the summer.

Action: Passed

Motion (Zarnstorff/Barnes): Move that Rick Lee will send last year's lecturer list plus two additional speakers that he has identified to the physics departments immediately.

Action: Passed

Rick Lee reported on the Student Poster Award. There are 43 undergraduate posters at this meeting. Mike Brown has organized the judges who will pick four winners. The winners will receive plaques and tickets to the annual DPP banquet. Two education and outreach invited talks are on the program this year.

Annual Meeting Contracts and Future Meeting Sites (Baudrau)

The sites for DPP meetings up to 2009 have been decided via a conference call as reported in the spring minutes. These sites will be posted on the DPP website.

Donna Baudrau reported the registration number this year is slightly higher than last year. Since the Holiday Inn Mountain View booking is below the threshold, DPP will incur \$3400 for busing DPP hotel guests to and from the Convention Center. This year, the Albuquerque hotels have agreed to include room nights booked outside the APS website towards the total block count.

Donna suggested that in future meetings the number of hotel rooms blocked for DPP will be reduced. When the room block has been filled meeting attendees will be on their own. The DPP annual meetings in Orlando (2007), Dallas (2008), and Atlanta (2009) do not require a convention center. Therefore, there will be no room subsidies required. However, the DPP meeting in Philadelphia (2006) will require a convention center and room subsidies.

DPP/APS Meetings (Hammer/Dahlburg)

Dave Hammer reported there are two mini-conferences at this annual meeting, one on laboratory plasma astrophysics and one on laser-induced fluorescence. A new APS person, Laura Walsh, took over as the meetings abstracts coordinator. Because of difficulties for some foreign authors to obtain visas the meeting is losing some number of contributed papers. For the second year, wireless Internet access is provided at the annual meeting.

The issue of providing LCD projectors for contributed oral sessions was revisited again. The estimated additional cost to DPP would be approximately \$4500.

Motion (Heidbrink/Surko): Move that DPP will pay the cost to have LCD projectors provided in each oral session.

Action: Passed.

Jill Dahlburg reported on the 2004 APS April Meeting, which will be held May 1-4, 2004 in Denver, Colorado. DPP will have one plasma physics session covering a variety of topics, will share two sessions with the Division of Physics of Beams, and will have one plenary speaker.

The Sherwood Theory Conference will co-locate with the APS April Meeting to be held April 22-25, 2006 in Dallas, Texas.

For the 2004 DPP annual meeting in Savannah, Jill will add a few new subject classification categories. There will be a Rosenbluth Memorial Session with 5-6 talks. Jill will make an effort to solicit women in plasma physics speakers for the invited talks.

DPP Prizes

Mike Mauel reported on the progress of Maxwell Prize endowment. APS has recommended increasing the prize money to \$10K but is not demanding DPP to increase it immediately. Darlene Logan, APS Director of Development, is available to assist. APS experience is it takes 3 years to raise \$100K.

Motion (Surko/Heidbrink): Move to appoint Mike Mauel as chair of a sub-committee, comprised of a number of past DPP chairs, for raising funds to permanently endow the Maxwell Prize.

Action: Passed.

Herb Berk reported that APS is concerned that the Nicholson Medal criteria overlaps with those of other awards. Mentorship of junior scientists is the most meaningful criterion but other divisions also plan to set up awards with a similar objective. The Nicholson Medal fund is running low, so to continue the medal permanent endowment is needed to support this award.

Motion (Hammer/Surko): Move to appoint a sub-committee of two, Herb Berk and Amitava Bhattacharjee, to work with the other fora and APS, and report at the Spring ExCom Meeting with a proposal on how the Nicholson Medal can be continued, with the option that DPP will take a greater responsibility of maintaining the award.

Action: Passed.

Warren Mori reported that UCLA has collected donations and contributions from the Dawson family to set up a John Dawson Award. The options are 1) rename the Excellence in Plasma Physics Award, 2) create a new award, and 3) UCLA manages its own award.

Action Item: Mike Mauel and David Hammer will work with Warren Mori to discuss a John Dawson Award with all concerned parties, including Alan Chodos and Darlene Logan, and report at the Spring ExCom Meeting with a proposal.

Other Reports and Business

John Willis gave a report on OFES activities. There is a special session at this meeting to report on the recommendations of the NRC Burning Plasma Committee. FESAC is forming a sub-committee on program priorities and balances as a result of the NRC report. ITER negotiation is currently addressing site-selection and cost-sharing issues to be completed by the end of the year, 2003. OFES has announced a request for proposals to compete for one or two centers of excellence, with a final decision deadline of May 2004. A planning committee of six physicists has been formed to develop a strategy to proceed with the Fusion Simulation Project. Various funding agencies are convening a panel to organize workshops to develop a roadmap for high energy density physics. FESAC is initiating a survey on workforce development. Another sub-committee, called the Committee of Visitors, has been set up to review the proposal evaluation process at OFES. OFES is looking for people to work at OFES on a two-year formal exchange assignment.

Cary Forest reported the Plasma Science Committee of NRC is planning a decadal study called Plasma 2010. This study will be broad-based. A committee has not been formed and the study is seeking sponsorship. The charge from NRC has been received and the goal is to have the report out in 2005. A final report will be distributed to DPP members.

A plaque will be presented to Chuck Roberson at the DPP Business Meeting for his contributions to fostering plasma science development, and his contributions will also be acknowledged at the annual banquet.

Agenda item 2.

Stephen Pierson is the Senior Science Policy Fellow in the APS Office of Public Affairs. He is working on an APS-wide letter writing campaign to promote the increase of funding for science. DPP can participate in the campaign by customizing a letter that will be sent to DPP members.

Motion (Mauel/Cohen): Move to have three people from the DPP ExCom appointed by the DPP Chair to help draft the campaign letter to increase NSF and the DOE Office of Science budget.

Action: Passed.

Next ExCom Meeting

Items not addressed will be added to the list of action items for next meeting.

The next meeting will be held on Saturday, May 1, 2004 at the APS April Meeting in Denver, Colorado.

Meeting adjourned at 5:30 P.M.

Respectfully submitted by,

Vincent Chan
DPP Secretary-Treasurer