**PTRA Oversight Committee Meeting Agenda**

**Monday July 28 8:30-10:00 PM**

**Tate Lab of Physics 157, Minneapolis, MN**

**Committee Members:**

Pat Callahan, Committee Chair

Elaine Gwinn

Lillian McDermott

Steve Shropshire

Chitra Solomonson

Robert Morse

Larry Cook

**PTRA Director:** Karen Jo Matsler

1. Greetings, Acknowledgements and Introductions
2. PTRA Director’s Report – Karen Jo
	1. Fund dispersal, reimbursement for shipping fees see Appendix D
	2. Pending grants, yearly update
	3. Summer 2014 Institute
3. Info from Executive Office – Beth, Bob, Janet
	1. Current fund balance, deposits and expenditures for last year
		* Deposits into PTRA cost center see Appendix E
	2. SPS Intern - Caleb Heath
		* Current state of PTRA Resource Manuals, see Appendix A for list of materials as of June 2014.
		* Current State of PTRA Assessments
			1. Electricity
			2. Energy
			3. Kinematics
			4. Magnetism
			5. Waves
4. Any NEW information concerning current programs with PTRA involvement
	1. Alabama (APEX Grant)--Jim and Jane Nelson
	2. West Georgia—Bob Powell, Ann Robinson, Sharon Kirby, Bill Reitz, David Todd
	3. Maryland (Frostburg)—Eric Moore, Jim and Jane Nelson
	4. Idaho State—Steve Shropshire, Jan Mader, Duane Merrill, Lars Johnson
	5. Oklahoma—Steven Maier, Brian Lamore
	6. NSTA Sessions at Regional Conferences—Jan Mader, Elaine Gwinn
	7. Society of Economic Geologists—Evelyn Restivo, Janie Head, Bill Head
	8. Fee for Service workshops
		* Wisconsin River Falls--Lowell McCann, Earl Blodgett, Elaine Gwinn
		* Penn State Altoona—Richard and Alice Flarend
		* Central PA Section—Pat Callahan, Dave McCachren
		* New York Section-Steve Henning
		* Others
5. PTRA Guidelines document to be acted upon by Executive Board (no vote taken at January meeting)
	1. See Appendix B
6. PTRA website/ Social Media presence
	1. Facebook Page: AAPT/PTRA
	2. Web Pages: AAPT.org and aaptptra.com
	3. Instagram: aapt\_ptra
	4. Twitter: @aapt\_ptra
	5. #physicsfun2014
7. Long Term Plans for PTRA program
	1. Plans for future growth
	2. Current goals of program.
		* See Appendix C
	3. Correlation with AAPT Strategic Plan (http://www.aapt.org/aboutaapt/organization/2013\_StrategicPlan.cfm)
	4. Responsibilities of PTRA Director (see Appendix F)