



Canadian Institute of Nuclear Physics Institut canadien de physique nucléaire

Institutional Members Meeting TeleConference 11:00AM CDT, June 2, 2011

Present: Kumar Sharma (Chair, Manitoba), Charles Gale (McGill), Paul Garrett (Guelph), David Hornidge (Mt. Allison), Garth Huber (Regina), Reiner Kruecken (TRIUMF), Robert Pywell (Saskatchewan).

Absent: Adam Sarty (St. Mary's)

Minutes (taken by GH).

1 **Approval of Agenda as circulated by KS** - Garrett/Gale.

2 **Approval of Minutes of the meeting of June 7, 2010** - Garrett/Huber.

3 President's Report (Sharma)

3.1 Membership

- CINP presently has approximately 70 members, representing 16 institutions.

3.2 External Representation

- KS represents CINP as an ex-officio member on the NSERC LRP.
 - A draft report will be circulated to the community next week for comment.
 - Presentation by M. Butler and further CINP meetings @ CAP.
- CERN Associate Membership.
 - CINP input was requested by the HEP Working Group re. Associate Membership of Canada at CERN.
- Advisory Committee on TRIUMF (ACOT).
 - CINP has provided NRC with comments re. its proposal for in-camera sessions with CINP and IPP.
- CINP Board meeting scheduled for Monday, June 13 @ noon.

3.3 Conference Support

- Lots of applications coming in. A formal application process and report requirements afterward are now in place.
- Only one application was turned down in last year.

3.4 Executive Director Search

- Physics in Canada advertisement to appear in print soon and will be publicized @ CAP. Advertisement has also been distributed to members via email.
- Some inquiries have been made by various parties, but no formal applications received to date.

4 Preliminary Unaudited Financial Report (Garrett)

- PG presented a preliminary financial report. A formal audited report is in progress, but not yet ready.
- Private Account:
 - FY08 dues: \$13,500 assessed, \$11,500 paid. All paid except Guelph, U.Sask. (removed).
 - FY09 dues: \$18,000 assessed, \$14,000 paid. All paid except Guelph, Manitoba.
 - FY10 dues: \$17,500 assessed, \$12,500 paid. All paid except Mt.Allison, Guelph, Manitoba.

- Carrying forward \$5,000 in arrears. Optimistic that these will be paid in the near future.
 - Expenses have been relatively small (bank fees, phone conferences, auditor, ~\$1400), as most expenses have been paid from the NSERC account.
 - The largest projected expense is expected to be the Executive Director (~\$15-20k), and completion of audit.
- NSERC Account:
 - 3 year grant awarded April 1, 2009: \$20k, \$25k, \$30k.
 - FY09: only spent \$6.5k, carry forward \$13.5k.
 - FY10: spent \$12.9k (travel, LRP representation, Town Hall mtg (Winnipeg), CINF Brief writing expenses \$1.6k, Conference support \$5k).
 - Grant renewal application due this fall.

General Operating Funds	NSERC Funds
Carry forward from FY09: \$29,132.05	Carry forward from FY09: \$11,529.30
Dues in arrears (FY08/09): \$6,000.00	FY10 installment: \$25,000.00
FY10 Inst. Dues \$17,500.00	FY10 travel expenses: \$10,909.96
FY10 Dues in arrears: \$5,000.00	FY10 conf./workshop: \$5,000.00
FY10 Expenses: \$1,433.70	End FY10 Balance: \$20,619.34
End FY10 Balance: \$34,198.35	
FY11 Inst. Dues: \$17,500.00	FY11 installment: \$30,000.00
FY11 Exec. Dir. \$18,000.00	
FY11 Audit fees: \$4,000.00	
FY11 Other expenses: \$1,000.00	

- Motion to Accept Report – Garrett/ Huber

5 Institutional Memberships

- Some institutions report difficulty obtaining institutional fees from their central administrations.

5.1 Guelph

- PG reports there has always been agreement between Department, Dean and Research Services to pay the fee, but the invoice amount was too small to raise their attention.
- Finally getting some attention, due to risk of losing the CINF NSERC grant, and PG optimistic the arrears will be settled soon. Will try to get Research Services to pay full amount.

5.2 Manitoba

- KS reports the former Dean and Vice President-Research had agreed to pay dues, but the 1st year fees ended up being paid by the Department. Since then, the Associate Dean-Research has been trying to get VP-R to pay part of the fees.
- KS hopeful that new science funds UofM received from Manitoba government will allow funds to be paid, and there has been some positive encouragement from the Dean.

5.3 Saskatchewan

- RP reports that after positive feedback at the time of CINF founding, they had a change of administration, who said CINF funds are a Departmental matter. Since there were no funds, they had to withdraw membership.
- Had a meeting with VP-R last week re. Saskatchewan nuclear initiatives money. Matter is not settled yet, waiting for new nuclear institute to be set up at UofS.

- The institute will be mostly applied nuclear physics. It would be helpful to their CINP membership efforts if there was a clearer statement re. Applied Physics research from CINP.

5.4 Mt. Allison

- DH reports Mt.A. dues have been paid from Professional Development Grants of the two faculty members. The Dean contributes a few hundred dollars to this, but not more. However, the Mt.A. Prof. Devel. Grant is quite generous.

5.5 Institutional Member Recruitment

- It would be helpful to have more institutional members, to allow better community representation on the CINP Board, as well as to spread the institutional fees load.
- DH says it would be helpful to have a list of the individual members and where they are for recruitment purposes.
- Potential Institutional Members: Laval, Winnipeg, SFU, Memorial.
- It might be good to approach people at CAP re. this issue.

6 Elections for the Replacement of Two Members of the Board

- Roby Austin & Jean Barrette terms are up for renewal.
- All institutions will vote except UofS.
 - GH will send out an email notice for nominations, to close June 10, and subsequently circulate an email ballot to be returned June 17.
 - RK confirms that the TRIUMF ballot should be sent to Jens Dilling.
 - KS will send GH an updated list of full members at each institution.

7 Other Business

7.1 NSERC Grant Applications

- Some discussion on whether to ask for CINP Research Scientists in the next application. Would be helpful for building up the nuclear physics faculty base at universities, as IPP has demonstrated. Would need an appropriate mechanism for evaluating and managing the program.
- A PDF grant program was also discussed.
- Suggest these topics be added to the AGM discussion.
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8 Adjourn - Sharma/Gale