

CINP Board Meeting Minutes

November 20, 2023, 11:30 Atl/10:30 East/9:30 MB&SK/8:30 AB/7:30 BC

Join Zoom Meeting

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Meeting ID: 955 3794 5524

Passcode: 355661

Present: Olga (Liliana) Caballero Suarez, Gwen Grinyer, Rituparna Kanungo, Thomas Brunner, Greg Hackman, Garth Huber, Chris Ruiz

Absent: Russell Mammei

Minutes taken by Thomas Brunner.

1. Approval of Agenda

Thomas motions, Chris seconds.

2. Approval of Minutes of July 6/23

- including also E-vote of July 27 on Amended Financial Statements

Ritu motions to approve, Lilliana seconds.

3. Finance Report (Greg)

a) status of NSERC account and projection to March 31, 2024

Greg shared the report via email with the board. The balance on the private account is \$17k. Greg states that we never went into a deficit on our private account. With the current support, we will continue losing money year over year as long as we are not recruiting new member institutions. Current deficit is \$3k per year.

NSERC account currently has \$97k. Only exception to planned budget was Garth's trip to Ottawa, however, this is compensated by the fact that large project day is now remote and Garth does not need to travel to Ottawa anymore to participate. We are still on track to meeting our budget.

b) update on member invoices paid to date

One membership fee still outstanding – all others have paid. Greg plans to send a reminder to the institution that is behind this week.

Greg signed off from the meeting after this point.

4. Executive Director Report (Garth)

a) Update on CUPC Student Travel Awards

Russ and Garth were on the selection committee for CUPC Student Travel Awards. Garth reports that the competition was very disappointing. There were only two applications. The board had approved up to four awards. Two awards were given to the two applicants. The board agrees that the low interest was disappointing. Usually, in the past we received 6 applications per year. We never had a competition this undersubscribed.

b) WNPPC Student Travel Awards

Past awards:

2023: 20 applications to Banff, 13 awarded

2019: 10 applications to Banff, 6 awarded

2018: 9 applications to Mt. Tremblant, 6 awarded

2017: 10 applications to Banff, 6 awarded

Thomas motions to support 8 WNPPC travel awards with a suggested 70% success rate that can be increased to 100% at the discretion of the selection committee. Ritu seconded.

Garth and Chris will be on the selection committee. Garth will contact Juliette to see if she's available as a third member.

c) Conference Support Applications:

- WNPPC 2024 student prizes

Last year we awarded \$1000 for WNPPC 2023 as it was the special 60th anniversary. Pre-COVID (2020) the annual award was \$250. Gwen reports that in the past 100% of the award money went to CINP students. **Gwen motions to support WNPPC with \$750. Ritu seconds.**

- CCUWiP 2024

We typically support at the bronze level. Last year we supported \$500. **Ritu motions to support at this level (\$500), Cris seconds.**

Gwen asks if we should have a CINP table at the career fair. Garth does not think it is very effective having a table since CNP represents a broad community and not a specific institute or program. The discussion evolves if we should have a banner. Garth reports that in fact a CINP banner was made, but argues that a banner is not what students are looking for. Sometimes TRIUMF has a table at CCUWiP but their target audience is different since TRIUMF is doing targeted recruitment at the event for their programs. CINP is more general and hence less interest to students at the career fair.

- AUPAC 2024

They have not sent an official request yet for the upcoming conference, only thanks for prior sponsorship. Garth has not received a request for support yet. Decision was made to move this to a future meeting.

d) Membership

New Applications:

234 - Erica Caden

235 - Jodi Cooley

236 - Stephen Sekula

Associate Member 3-Year Renewals:

029 - Jean Barrette

097 - Dilli Paudyal

113 - Jason Park

155 - Ali Usman

156 - Varun Neelamana

158 - Christoper Griffin

159 - Yukiya Saito

164 - Kevin Ortner

169 - Jonathan Zarling

175 - Andrea Teigelhoefer

Discontinue:

043 - George Lolos

057 - Shelley Page

123 - Lori Rebenitsch

162 - Alireza Talebitaheer

165 - Nastaran Saei

166 - Kushal Kapoor

Garth presents the list of people and provides detail on the various members. Ritu asked about status of associate members: candidates must return to Canada within 5 years. Jason's 5-year limit is not yet up - he intends to return but does not know if he will secure a position. Ritu asks if his present job is exceeding the 5-year limit. Garth mentions that personal circumstances of jobs may change, argues that we should stick with the 5-year limit. Gwen: part of the confusion is that we ask for intention to return to Canada which leaves it up in the air and vague.

Gwen mentions that the last three names in the “discontinue” list have left for industry and should be discontinued.

Thomas motions to approve the list as suggested by Garth. Chris seconds.

Chris asks if we should be stricter with respect to renewal of people that left Canada, i.e., should we not ask them for intentions but instead ask for a stronger statement. Garth will draft a renewal letter to be circulated with the board.

e) 5-Year Renewal of SWG Chairs

Garth: The election of SWG chairs begins our preparations for the next LRP, as the Executive Director and the SWG Chairs are responsible for gathering input and preparing the CINP Brief. SWG chairs Gerald Gwinner and Iris Dillmann have already expressed their desire to not seek another term. They continue their term but not do another 5 years. Garth has not yet asked the plans of the other chairs.

Garth proposes the following steps to elect the SWG chairs:

- a) contact members to see if their SWG memberships are up to date
- b) review Terms of Reference (ToR) of SWGs, get input from current Chairs
- c) solicit nominations for SWG Chair
- d) hold elections (if multiple nominations, preferred) Mar-April 2024
- e) Board approval of new ToR and Chairs May-June 2024

Ritu suggests limiting the chairs to 2 consecutive terms to have transition in the chairs. Since this is 2 x 5 years, this is already a long time. Chris agrees that this will help bring in new ideas and give younger people a chance to get involved. More frequent rotation will help get more people involved in the development of the LRP. Garth: all chairs except theory expire at the same time. Garth will double check and get back to the board with details on the cycle of the theory SWG chair.

Gwen asks if it is in our best interest to have the same person chairing a SWG for 10 years. The discussion evolves on benefits of having people for 2 terms. Ritu brings up reducing the term to 3 years. Garth pushes back since it is difficult to find chairs and the issues the board will have to deal with if there are no candidates for chairs. Chris: it is a difficult job with a significant workload. The first time chairing it is a lot of work and a steep learning curve. The second time the writing process is much smoother. Chris advocates for a limit of two LRP cycles. Garth argues that it is helpful to have chairs that have done this before, i.e., having a mix of chairs in first and second term is beneficial for preparing the working group briefs. Garth is happy with current discussed motion (limit to two consecutive terms) but sees challenges in all other proposals that have been discussed (limit of one term, shorter term, past-future chair model). Only person carrying over from last LRP would be Svetlana (Hadrons/QCD SWG chair) who is eligible to carry over. Chris suggests encouraging rotation of chairs but having two terms has benefits of continuity.

Ritu motions for an amendment to the terms of reference that limits the terms of the chairs for a maximum of two consecutive 5-year terms as chairs of the SWG. Chris seconds the motion.

Chris motions to adopt the steps outlined by Garth to select the SWG chairs. Thomas seconds.

Garth will reach out to the chairs of the SWGs to initiate the process.

The issue of mentorship of chairs remains and Garth will discuss with the outcoming SWG chairs on how mentorship could be implemented with incoming chairs.

f) Recent Meetings by GH

- update from Oct 20 trip to Ottawa

Nipun Vats raised two issues with respect to CAP: lack of diversity of the most recent fellowship recipients, and lack of visit from CAP. Provided input to CAP on how to approach CFI and decision makers in Ottawa.

- CAP asks if we can endorse their Brief to the House Finance Committee

Ritu: the brief has three recommendations but later when they elaborate more on issues 2 and 3 but then in the brief they mix recommendations. Ritu found the brief confusing and poorly structured. They give example of Donna Strickland who is listed a PDF when she made her discovery, but she was a PhD student instead.

Garth: we would like CAP to circulate the letter instead of submitting it. The letter feels overly long and structure is poor. The letter has already been submitted and we were asked to endorse it retroactively. If we endorse the document our logo will go on future versions that are being submitted to CFI and NSERC for discussions with CAP.

Ritu suggests that we reach out to CAP communicating our concerns with a request for corrections. Gwen brings up that the board would appreciate being involved in the process at an earlier stage.

Ritu: we support this letter but moving forward we appreciate being involved at an earlier stage and being consulted. This will be communicated by Garth with CAP. The discussion evolves if we should endorse the letter. The discussion then circulates on specific phrasing between endorsing and supporting. Garth emphasizes that the letter is by CAP and only endorsed by the other institutions listed in the letter. Gwen endorsed the three recommendations but not the text following in detail in the letter and the process.

Ritu motions that CINP is endorsing the three recommendations outlined in page 2 of this submission. Chris seconds the motion. Ritu to send an email to Garth with suggested reply to CAP.

- ACOT virtual meeting
- Pan-Canadian MRS Coordination Board

g) Meetings at CAP Congress

- Time and Date for Board Meeting (typically Thursday breakfast)

Liliana and Garth were presenting the thoughts on scheduling of CINP meetings at the CAP 2024 congress. Typically the CINP board meeting is Thursday at breakfast. The alternatives would be Tuesday or Wednesday evening. Liliana: this year's CAP will be different with CAP planning for a 4.5 or 5 day

conference. This will force us to change our CINP+IPP combined session. Symposium day may also be changed but this will have no impact on our CINP meetings.

Garth: we need to adjust the board meeting time to fit in the CAP schedule. We must be outside of the regular CAP meetings, hence only breakfast or evening times work. Garth is looking for guidance from the board. Ritu suggests that an evening meeting may be better to make remote joining easier for remote connection from the West Coast. Liliana noted this and will communicate with the CAP organizers.

- Addition of time to CINP+IPP Joint Session for SAP-LRP discussion

Garth proposes to have on Thursday morning a 30-minute session to strategize for the SAP-LRP. The financial part of the LRP is very hard to compile and should be discussed with the membership/community. The CINP AGM is typically scheduled on lunch on Thursday.

Liliana will investigate the CAP schedule taking the suggestions from this discussion into consideration.

- ACOT virtual meeting

ACOT is meeting virtually this round. When NRC scheduled the meeting, they forgot to let the community observers know in advance. Garth will only be able to attend part of the ACOT meeting due to travel conflict. Garth reports that there is a new ACOT chair who has never been at an ACOT meeting before. Garth complained to the organizers that a weeks notice for the meeting does not work to accommodate one's schedule.

The next ACOT NP session will be next Monday. There is overlap with the APS DNP meeting where at least one ACOT member is at the meeting in Hawaii

Gwen asks if we could send a representative for Garth. Gwen offers to act as alternative for Garth at the ACOT meeting. Garth and Gwen will coordinate to ensure that the organizers know.

- Pan-Canadian MRS Coordination Board

The pan-Canadian MRS coordination board progresses well. Garth as the CINP representative signed the UVic MRS proposal that has been submitted this fall.

[h\) SAPES Fall Orientation Meeting and Update of SAP Research Context Document](#)

Garth has been updating the research context document with input from the CINP community. He needs to communicate with Casten Krauss (IPP director) to finalize the document. The meeting will be on Dec 15, 2023.

5. Other Business

none

6. News from TRIUMF

Chris reports that there are two topics:

1) TRIUMF recently went through a review of their graduate student compensation policy. A policy is being drafted that sets a minimum net pay for students that are being paid by TRIUMF. For some people

this will result in a significant increase in student pay. When TRIUMF puts in grant applications they will refer to this document, hence, future applications will require mention of policy and a resulting request for funding.

PDF salaries will be reviewed, and a document is forthcoming requiring a minimum pay for PDFs. PDF salaries have fallen behind inflation adjustment over the past years. In particular with FRIB offering more salary in US\$ an increase in salary is essential to stay competitive. TRIUMF will soon be soliciting input from the community, but the expectation is that TRIUMF will have a similar salary policy for PDFs in the future. Likely this will mean a reduction in the number of PDFs the community can afford to support.

2) Science director search update. The search committee consists of TRIUMF BAE members: Barry Davids, Sarah Dunsiger (Physical Sciences), Bob Laxdal (Accelerator), Paul Schaffer (Life Sciences), an External Chair, GAPS representative, and other members of TRIUMF senior management (Nigel is ex officio). At a BAE meeting last week Barry David provided an update: Phone interviews are scheduled. Colloquia and in-person interviews and being planned for January 2024. The anticipation is that the new science director will be in place next summer.

7. Approximate date of next meeting

Garth suggests some time in January 2024.

8. Adjourn

Thomas motions to adjourn. Meeting ends 12:01 Eastern.