

CINP Board Meeting – Minutes

Date: May 21, 2026

Time: 15:00 Atl / 14:00 ET / 13:00 MB / 12:00 SK & AB / 11:00 BC

Present: Gwen Grinyer (GG), Corina Andreoiu (CA), Garth Huber (ExecD), Russell Mammei (RM), Greg Hackman (GH), Chris Ruiz (CR), Thomas Brunner (TB), Svetlana Barkanova (SB)

1. Approval of Agenda

The agenda for the May 21, 2026 CINP Board meeting was reviewed and approved as presented.

Motion 2026-05-21-1 “Approve Agenda” (TB), Seconded (RM)

2. Approval of Minutes of January 21, 2026

The minutes of the January 21, 2026 Board meeting were reviewed and approved.(GG notes that AOB was not deferred to this meeting, instead, no other business was discussed).

Motion 2026-05-21-2 “Approve Minutes” (GG), Seconded (RM)

3. Finance Report (Greg)

Greg presented the finance report, including an update on the status of the Private and NSERC accounts and projected expenditures and a summary of member invoice payments received to date and payouts for awards and related expenses.

Private Account

The account balance at the end of the 2025-26 fiscal year: \$15,645.74

Discussions focused on reduced institutional membership revenue. Saint Mary’s University reduced its membership count, decreasing total revenue from SMU to \$1,000. In addition a retirement of at Regina will reduce membership dues by approximately \$500.

GH noted that invoices have been prepared based on current membership levels. The Board discussed the likelihood of ongoing attrition in dues revenue unless new institutional members are added.

CR suggested that the Board should begin planning either for a modest fee increase or the recruitment of additional institutional members. ExecD & others stated potential outreach targets including SNOLAB, Queen's University (noting Kyle Leach's presence there), University of Saskatchewan. It was noted that projected deficits of slightly more than \$2k annually could likely be resolved through new institutional memberships.

NSERC Account

The account balance at the end of the 2025-26 fiscal year: \$19,831.80

GH reported that Form 300 has been received and reviewed and that a copy will be sent to the Executive Director.

GH also noted that previous audits had treated NSERC funds incorrectly. NSERC funds cannot be counted as assets and are not recognized as income until they are spent on their designated activities. The auditing company will apply the correct treatment going forward.

The anticipated audit fee will be approximately \$3.9k plus taxes, which has already been incorporated into financial projections. Discussion followed regarding whether the NSERC account requires re-auditing, and GH agreed to raise the matter with Bailey.

Motion 2026-05-21-3 "Approve FY25 financial statements to be presented at AGM" (TB),
Seconded (CR)

Motion 2026-05-21-4 "Approve Appointment of Dudley & Company LLP as Auditor" (RM),
Seconded (TB)

Board Approvals for FY26 were also presented for general information and did not require additional Board decisions.

At this point GH left the meeting.

4. Executive Director Report (ExecD)

a) Proposed Budget for FY26

The Executive Director noted that the proposed FY26 budget should formally have been presented in January but was inadvertently missed.

The proposal follows the five-year budget plan previously approved by the Board. It was noted that CINP currently maintains a built-up surplus, which will gradually be drawn down in anticipation of future grant reductions.

The projected deficit for 2029 is approximately \$2.2k. The Executive Director noted that this differs somewhat from GH's projections, potentially due to differing assumptions regarding travel and related expenses. However, it is close enough to zero that it should not be worried about until a later date.

b) Membership

A variety of new memberships and Associate Member renewals were reviewed.

Motion 2026-05-21-5 “Approve New Memberships, Associate Renewals and Removals as listed” (GG), Seconded (RM)

New Applications

- 276 – Emile Cantacuzene (Assoc, Regina)
- 277 – Noah Yazandoost (TRIUMF)
- 278 – Akshay Ramasubramanian (Assoc, Regina)
- 279 – Samin Majidi (Assoc, McGill)
- 280 – August Mendelsohn (Assoc, Manitoba)
- 281 – Alex Todd (Assoc, McGill)

Associate Member 3-Year Renewal

- 201 – Nikhil Bhati (Assoc, Nuclear Waste Management Organization)

Remove

- 210 – Ali Mollaebrahimi (Assoc, TRIUMF)
- 229 – Jennifer Rojo (Assoc, TRIUMF)
- 252 – Maeve Cockshutt (Assoc, Victoria)

c) Conference Support Applications

The Board reviewed a request related to the 14th Canadian Conference for Undergraduate Women in Physics (CCUWiP), proposed to be hosted by the University of Alberta in January 2027.

It was noted that CINP would typically support such a conference at the “Quark” level of \$500. Discussion centred around the fact that the conference bid had not yet been finalized and that sponsorship discussions were still ongoing.

Consensus was reached that support should be approved conditionally, pending receipt of a formal request.

Motion 2026-05-21-6 “Support CCUWiP at the level of \$500 wherever it is held, subject to receiving a request” (GG), Seconded (RM)

d) Undergraduate Research Scholarships Competition Summary

The Executive Director summarized the FY26 Undergraduate Research Scholarships (URS) competition.

- Selection Committee: Alex Gezerlis (Guelph), Chris Ruiz (TRIUMF), and the Executive Director
- Sixteen applications were received
- The Board had previously authorized six awards at \$6,000 each

The competition was noted to be particularly competitive.

e) Graduate Fellowships Competition Summary

The Executive Director summarized the FY26 Graduate Fellowships competition.

- Selection Committee:
 - Ruben Sandapen, Chair (Acadia)
 - Andrea Capra (TRIUMF)
 - Gwen Grinyer (Regina)
- Thirteen applications were received, slightly fewer than the previous year
- Three awards of \$10,000 each were granted

The Board noted that recent simplifications to the application form appeared to work well.

Feedback from the selection committee was reviewed in detail. The committee observed that several applicants did not clearly define their specific research plans or individual contributions within larger collaborations. The committee also noted ambiguity regarding how “Educational Objectives and Professional Goals” should be evaluated within the existing rubric. There was general consensus on using this write-up to evaluate the maturity of the applicant.

The Executive Director noted that quoted feedback has been included in the May CINF newsletter. He will also add a clarification to next year's application form, and raise some points for discussion at the Individual Members AGM at Carleton in June.

f) Update Regarding CINF Events During CAP Congress Week

The Executive Director reviewed planned CINF-related activities during CAP Congress week.

Lunch Discussion with NSERC SAP Officers

A lunch discussion with NSERC SAP officers Kevin Lapointe and Sarah Overington will take place on Tuesday during Congress week. Thanks were extended to Carsten for organizing the event. The lunch discussion will be open to all participants who selected the box lunch option during Congress registration.

Subatomic Physics Day – Carleton University – Friday, June 26

CINF Board Meeting

- 08:00–09:00 Eastern
- MacPhail Math Colloquium Room HP 4351
- Continental breakfast to be provided

It was noted that someone will need to pick up the room key from the Mathematics Department the day prior.

CINF + IPP Joint Session

Chaired by G.M. Huber

- 09:15–12:30 Eastern
- SC (Steacie) 103

The proposed agenda was reviewed, including reports from NSERC SAPES, CFI, TRIUMF, SNOLAB, the McDonald Institute, and the SAP Long Range Planning Committee.

A health break with coffee provided jointly by CINF and IPP on the usual 1:2 cost-sharing split was also noted.

CINF Individual Members AGM

Chaired by G.M. Huber

- 12:40–13:40 Eastern

- MacPhail Math Colloquium Room HP 4351

The proposed AGM agenda was reviewed, including:

- Presentation on SAP MRS Resources
- CINP Activity and Financial Report
- Handover to the new Executive Director
- Comments and suggestions from the membership

5. News from TRIUMF (Chris)

ACOT

CR provided an update on the recent ACOT meeting, which was held in a relatively intimate format involving ACOT Nuclear Committee members and Nuclear BAEs.

The initial portion of the session was open, including reports from CR and M. Alcorta on behalf of the ARIEL Experiment Operations Department, followed by an in-camera session intended to facilitate frank discussion.

The Executive Director noted that information regarding the meeting had been received too late to ensure his attendance.

CA asked whether CINP observer could officially attend future ACOT meetings. CR noted that TRIUMF considers ACOT to be an NRC meeting, while NRC considers decisions regarding distribution of the ACOT report to be under TRIUMF authority → CINP should perhaps approach NRC directly.

CR also noted that NP Department members only recently received their portions of the ACOT report, although the rationale for this process was perhaps understood.

ARIEL Science Workshop

CR reported that the ARIEL Science Workshop was successful.

The intention is to continue the workshop annually. This year's event focused exclusively on Nuclear Physics, though future versions may adopt a hybrid format incorporating Particle Physics and CMMS.

GG noted that the timing of the workshop created scheduling difficulties due to university examination periods.

CR acknowledged these concerns and agreed that the timing may have been suboptimal and should be reconsidered in future planning.

6. Other Business

No other business was discussed.

7. Next Board Meeting

The next Board meeting will take place during CAP Congress week:

Friday, June 26, 2026

08:00–09:00 Eastern

MacPhail Math Colloquium Room HP 4351

Attendance status at the time of the meeting:

Confirmed Attending In Person

- Garth Huber
- Svetlana Barkanova
- Thomas Brunner
- Corina Andreoiu

Confirmed Attending Remotely

- Russell Mammei
- Gwen Grinyer

8. Adjournment

Motion 2026-05-21-7 “Adjourn” (GG), Seconded (TB)