

## **CINP Board Meeting Minutes**

**Date of the meeting : September 11, 2014**

### **Members in attendance :**

Jean Barrette, Paul Garrett, Gerald Gwinner, Garth Huber, Rituparna Kanungo, Jeff Martin

Gerald Gwinner chaired the meeting, as Vice President in the absence of Jens Dilling (President).

### **1. Approval of the Agenda**

Jean moved that the agenda of the meeting be approved and Ritu seconded it. All were in favour.

### **2. Approval of Minutes from July 21 Board meeting**

July 21 Board meeting minutes :

Garth pointed out that the report on approval of CUPC student awards was missing.

The Board proposed to approve the minutes with the condition that it will be revised to include this point.

Jean moved for approval of the minutes and Paul seconded it.

### **3. Finance Report**

Paul presented the financial report.

He reported that there hasn't been too much activity in that front. The NSERC grant amount stands at \$14,304 and the private account is at \$49,445.

Paul said that invoices for institutional membership fees have not yet been sent out. He usually sends it in January/February. However, Jens has asked in a previous meeting that it is better for TRIUMF to receive it before December. The question was raised whether it makes any difference to the institutions. In general, it was felt that this is not an issue for any of the universities. Garth proposed that Paul send out the invoices around the end of November with a period of 90 days for payment mentioned.

Jean asked how much is encumbered in the NSERC account. Paul said that roughly \$6,000 for expenses related to CUPC, WNPPC, NSERC Large Projects day, TRIUMF ACOT attendance. If the conference support for 2015 is invoiced in this fiscal year, then the account will be overspent by \$2,000. Guelph financial services allows having an account with a debt. If this situation arises, Paul will contact the conference organizers.

Paul concluded saying that overall we are in excellent shape with the finances.

### **4. Executive Director's Report**

#### **4a. New Membership applications**

There were three new applications for faculty memberships.

1. Jason Holt, TRIUMF
2. Ruediger Picker, TRIUMF
3. Rachid Ouyed, University of Calgary

Jean asked about Ruediger Picker and Jeff said that he was working on the EDM experiment and was an appropriate person for faculty membership.

Ritu raised a discussion on Rachid Ouyed being an astrophysics faculty outside the subatomic physics envelope. Should there be any different sub category for faculty members with an overlap with nuclear physics but not within the envelope ? Garth pointed out also an example of Nuclear Chemistry being a field with overlap. Ritu mentioned about a word of caution from Samir on activities to be supported by CINP through the MRS grant, which is from the SAP envelope.

A question was raised on whether students of such members should be supported. Gerald mentioned as an example the last WNPPC where an astrophysics student with some overlap with nuclear physics participated, though not directly nuclear physics. If such students ask for support, how should that be dealt with ?

Garth assured Gerald that in the past the Board has turned down conference support application where it was not found to be aligned with the subject and goals of CINP.

The discussion concluded with everyone agreeing that we need to be careful on this.

Jean moved to approve the new membership requests and Ritu seconded it.

#### **4b. Discussion on NSERC MRS application**

Garth asked everyone to take a careful look in particular on sections 2.4.2 and 2.7.2.

Paul mentioned that there is a front module where the contributions and HQP training record of the co-applicants have to be mentioned. During the meeting there it was initially thought that we have to put in this information for everyone combined together in one section. However, later at the end of the meeting Jeff confirmed after checking the online form that each co-applicant will fill in their respective section by themselves and link it to the proposal.

The “Proposal” section should be devoted to discuss about CINP and its role. It was discussed that in this section we could mention how many SAP students in total were trained.

The deadline for Guelph Research Office is September 24.

Garth will circulate a revised draft next week.

Jean mentioned that the budget sent is a temporary one.

Jeff asked about the section on “Relation to Other Research Support”. Paul mentioned it hasn’t been written yet.

It was confirmed that the present Proposal section draft is within the page limit of 15 pages. There is no page limit for the Budget Justification section.

#### **4c. Other Items for Shorter Discussion**

##### **(i) NSERC - CREATE Task force**

Garth mentioned that Reiner Kruecken from TRIUMF was the new member added to the CREATE Task Force committee which was discussed in detail the last meeting.

##### **(ii) CINP Research Context document for SAPES**

Garth mentioned that he received only two responses so far. He emphasized that he needs information and urged everyone to collect information from their institutions or ask someone to do it. Garth will send around the document he prepares to the same faculty members to whom he sent the request for information.

Garth and Mike Roney will be joining the October policy meeting on the phone. Garth said it is around October 20.

##### **(iii) White Paper to Compute Canada**

Garth mentioned that we expect more information towards the end of the year.

##### **(iv) Sarah Overington replacing Samir Boughaba at NSERC**

Garth mentioned that Samir has been promoted and moved on from being the SAP Program Officer. Samir’s expertise was in physics due to which it was helpful communicating with him. The new person, Sarah Overington is a Ph.D. (2011) in Biology.

##### **(iv) CUPC student travel awards**

Garth was supposed to find a third person to serve on the CUPC student award selection committee (besides Jens and Jean). He reported that Juliet Mammei has agreed to fill in this role. He mentioned that she will be traveling to the APS-DNP meeting in Hawaii at the end of the first week of October. Therefore, the CUPC awards need to be finalized before then. It was discussed that there will be a call with September 29 as the deadline.

Garth mentioned that it may be fairly competitive this time, as he is expecting there will be more than four applicants.

CUPC is during October 24-26.

Jean is representing CINP in the CUPC Grad. Fair. Garth and Jean will be in contact about arranging things related to this.

The question was raised about who is organizing the WNPPC. Paul mentioned it is Alex Gezerlis from Guelph. He is likely going to organize it at Mont Tremblant, Quebec.

## **5. TRIUMF news**

- Gerald mentioned there is a Science Division retreat in the coming week.
- Paul mentioned that there is a meeting with CFI on September 20 about the ARIELII CFI grant. The participants are Dean Karlen (UVic), Jonathan Bagger and Lia Merminga (TRIUMF) and Paul Garrett (Guelph).

## **6. Any other business**

There was no other topic of discussion raised.

## **7. Approximate date for next meeting**

The week of November 10 was discussed as a probable time for next meeting,