

CINP Board Meeting Minutes

January 31, 2024

14:00 Atl/13:00 East/12:00 MB&SK/10:00 BC, meeting via zoom

Present: Thomas Brunner, Olga (Liliana) Caballero Suarez, Gwen Grinyer, Rituparna Kanungo, Russell Mammei, Chris Ruiz

Non-Voting Officers: Garth Huber, Greg Hackman

Minutes: Thomas Brunner

1. Approval of Agenda

Moved by Ritu, seconded by Liliana.

2. Approval of Minutes of November 20/23

Chris moves to approve minutes, Liliana seconds.

3. Finance Report (Greg)

Greg reports that the financial situation has not changed much since the last meeting.

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

Main message from Greg: based on anticipated expenses, we will be down in our NSERC account balance by \$12k, as planned. This additional expense arises from the additional grad student fellowship. Most of the outstanding expenses are for WNPPC travel awards and CUPC invoice that are still outstanding. Overall we are on track with spending as projected and planned.

Chris follows up on the meaning of “down spending”. Greg: this is money/carry over that was incurred during covid. We want to spend it down and not have carry over by the time we reapply for NSERC funding this fall.

b) update on member invoices paid to date

Greg reports on the private account: one set of outstanding fees to be paid. Greg reached out to them recently and the institution is aware and working on it.

Russ asks about the money status of the private account. This question is deferred to the discussion on institutional membership.

Gwen asks about balancing in projected budget as there is a \$2k discrepancy in the budget table that was shared. Greg clarifies what is listed in the budgets and that this is due to an expense not being updated in one table.

Greg signs off at 13:09 Eastern

4. Executive Director Report (Garth)

a) Institutional Membership

- University of Calgary

Garth introduced the membership letter. Ritu asks about the membership fee and Garth explains that five faculty at Calgary are pursuing research aligned with CINP, hence the membership fee calculates to $5 \times \$500 = \$2,500$ per year for Calgary.

Ritu motions to approve U Calgary as new member of CINP. Thomas

Seconds. Garth will inform UCalgary. They will be invited to join the upcoming institutional meeting this spring.

b) New Membership Applications

- 237 - Paul Deguire (Guelph, Assoc)
- 238 - Chukman So (TRIUMF)
- 239 - Andrea Capra (TRIUMF)
- 240 - Georges Azuelos (Montreal)
- 241 - Alexander Khramov (BCIT)

Russ motions to approve all applications, Chris seconds.

c) Proposed budget for FY24

- this is our last year on this NSERC grant
- we will have to submit a new application this fall!

Garth explains the \$2k difference between Greg's and Garth's numbers: this is just due to a lack of updating one table. Garth introduces the proposed budget. Travel awards for WNPPC are going down due to the low number of applications. Not all travel was used in 2023, hard to predict for 2024. We will have an accumulated surplus after 2024 but it will go down compared to previous years.

Ritu asks if grad fellowships are going to be two moving forward. We are currently keeping it in the forward going years, but will we be able to sustain this long term? Garth emphasizes that this is the last year of the NSERC grant cycle and we will have to submit a proposal this fall. Garth suggests that we should argue for 2-3 grad fellowships in the application. We now have some success stories to point to. The current grant is \$75k, the goal for the proposal will be around \$100k. There will be additional discussions later in this meeting to discuss student support.

Calgary participation will add \$2.5k private income. This will balance our spending on the private account.

Thomas: can we suggest an increase of membership contributions? Garth: this has been discussed at institutional member meetings. Since we now have a balanced private budget, Garth suggests postponing this discussion to the future. Ritu agrees that now is not a good time to ask institutions to increase their membership fee. Most institutions are financially still recovering from the pandemic.

The discussion evolves on student fellowship support and the upcoming grant proposal. The discussion will be revisited in the summer when we start preparing the proposal.

Gwen motions to approve the proposed 2024 budget. Ritu seconds.

d) Conference Support applications

- AUPAC 2024 (fy23 expense)

In the past, we supported this conference with \$250. Last year we did silver at \$500, no sponsorship in 2021. The discussion evolves on how CINP member involvement should impact the level of support. Garth states that Mount Allison is a CINP institutional member, and it should not matter. The discussion evolves if we should support at \$250 or \$500. **Thomas motions to support at \$500 with a request to show the CINP logo. Russ seconds.**

- TSI 2024 (fy24 expense)

It has been a while since CINP supported TSI. Last time CINP funded TSI was in 2017 at \$1,000. Organizers requested \$5,000 and the consensus among the board members is that the ask is overall too high. The discussion evolves on the ask. Thomas suggests that we should rather offer a CINP travel support for TSI. Garth states that in the past we only had travel support for very specific student conferences, such as WNPPC and CUPC. In the past, we gave \$1-\$2k for summer schools. Gwen asks how TSI is linked to NN2024. Ritu states that they are time related, but administratively there is no connection. There will be a bus to bring participants from TSI to NN2024, but other than that there is no overlap. Gwen asks if there is a possibility that a student could win travel awards for both events. Ritu replies that NN2024 does not support student travel. CINP support of NN2024 helps offset lower student registration fees and supports student awards. Garth brings up application letter for NN2021: letter from 2021 with CINP board decision to support with \$6k. CINP support partially dedicated to student awards and partially to reduced student registration.

Russ motions to approve \$3k in support for TSI. Gwen seconds.

- Last minute addition: TRISEP sponsorship request: \$1,500

The organizers of TRISEP request CINP support for their summer school at Laurentian University and SNOLAB. Garth shares input from working group chairs with the board: Iris Dillmann did not see a lot of overlap with the topics in her working group. Juliette Mammei is in support. Gerald Gwinner considers the event more high-energy centric but is supportive of the requested amount. Garth explains that only the working group chairs who have overlap with the school were asked for

input. The discussion evolves around the use of this award and how it would be tied to the condition of being only accessible to students supervised by a CINP member. The discussion continues on the level of support that is reasonable, how requests are shared between CINP and IPP, and how to avoid “double dipping”. Lilitiana: does it matter that the funds will be used to host speakers? Garth: we can specify how the money is being used. The board agrees that speaker travel should not be supported but that student travel should be supported. Gwen asks if we have a defined scope to support student schools. Garth: yes, the CINP scope is defined in the bylaws as the Subject Index of Phys.Rev.C. We have the scope to support schools and this request falls under this scope. **Gwen motions to support TSI at \$1,500 in student support. Ritu seconds.**

e) Undergraduate Research Scholarships URS (FY24 expense)

Last year we increased the amount of URS scholarships to $6 \times \$5.5k = \$33k$, and \$3.9k in travel supplements. In 2023, 10 applications were received, 60% success rate, which is close to the norm. Garth proposed to do the same number of scholarships for this year with an application deadline of Monday, Feb 26. The discussion evolves on the number of applications and the amount, the timing of the deadline, and the application process. Russ mentions that most university USRA application deadlines have already passed. Garth already received questions about when the call will come out. **Thomas motions that CINP supports up to 7 awards with a 60% success rate (6 awards for 10 applications, 7 awards for up to 12 applications). If there are more applications, then Garth has to come back to the board. Ritu seconds.**

Board members will most likely be in conflict with the selection committee. If no board member is available, Garth will lean on the chairs of the working groups, and other general CINP membership.

f) Graduate Fellowship GF (FY24 expense)

Last year the board increased the fellowship amount to \$12.5k, to be supplemented by the supervisor and/or university to a value of not less than \$32.5k. If we would receive 11 or more applications, we would give out 3 fellowships, if 10 or fewer applications were received, we would give out 2 fellowships. In 2023, 9 applications were received, hence 2 fellowships were awarded.

Garth suggests that given our strong budgetary position, to increase fellowships to \$13k each (each to be supplemented to \$33k total), with the same #fellowships scheme as last year (2 or 3, depending on #applications). The proposed deadline is Monday, March 25, 2024.

Ritu: maybe going with three awards is a bit high for the future beyond the current year. Garth: this is 20% success rate which is rather low compared to other awards.

Thomas motions to go with 2-3 awards at \$13k/award with the number of fellowships the same as last year, i.e., 2 or 3 depending on the number of applications (2 awards for up to 10 applications, 3 awards for >10 applications). Chris seconds.

Chris is willing to be on the selection committee.

Garth reports on recent awards: Last year we were underwhelmed with the number of applications to WNPPC. This year, there were only 9 applications. The board suggested a success rate of 70%. Up to 8 awards were authorized by the board, with only 6 awards given. There were fewer than normal applications. There were always fewer applications from CINP when WNPPC is out East compared to when it is in the West. Historically, there is more high-energy contributions in the East WNPPC and more nuclear physics participation at WNPPC in the West.

For CUPC the number of applications was also lower than usual and 2 out of 4 awards were given.

g) SWG review update

Garth met with SWG chairs recently. He also asked CINP members to update their SWG membership. He received a few replies.

Next step is the nomination of chairs for the SWGs, except for nuclear theory which is out of sync with the other chair periods. The SWG chairs offered to write letters to their respective SWG members asking for candidates for SWG chairs.

h) CAP Congress schedule update

Garth presents the CAP congress schedule that he shared by email. The board meeting is Tuesday evening at 6:30 PM ET with the idea to go for dinner afterwards.

Joint session in the afternoon on Thursday with a longer slot for a discussion on long-range plan strategy and prioritization. Garth has been communicating this with Francine from CAP, and Carsten at IPP.

5. News from TRIUMF

Chris: The search for a science director is ongoing with 4/5 candidates interviewed. There has been quite some lab engagement in the process. Three out of 5 candidates are from within Canada.

Nuclear Physics Experiment Evaluation Committee met this week with 170 high-priority shifts awarded. The committee is changing composition quite extremely with 80% of the members ending their terms this summer. Some people on the board may be asked for their expertise to cover a broad range of expertise on the TRIUMF NP Experiment Evaluation Committee.

Ritu: is there any update on 5-year funding for TRIUMF? Chris has no other update except that \$50M from BC were provided in support of IAMI. The health minister from BC was visiting TRIUMF yesterday for the announcement. Chris reports that from discussions with leadership, the feeling is that there has been a positive perception of the 5-year plan in Ottawa.

6. Other Business

Nothing.

7. Approximate date of next meeting

The next big topic will be the approval of the FY23 financial statements in April to May. The next meeting will be in early May with this approval being a major agenda item. This will occur shortly before the Annual Institutional Members meeting and election for new Board members, with the board meeting in-person at the CAP congress in late May.

8. Adjourn

Thomas motions to adjourn, Ritu seconds.

E-vote on March 4:

Given that there are 15 URS applications, we vote to increase the number of awards to 10, giving a 67% success rate to the competition.

Ritu motions, Thomas seconds. Passed unanimously.