

**Minutes**  
of the  
**Meeting of Individual Members**  
of the  
**Institute of Particle Physics**  
14:30, 8 June 2003  
Charlottetown

Approximately 35 members were present. The Director, R.K.Keeler, chaired the meeting.

1. The following agenda was adopted:
  2. Minutes of the previous meeting
  3. Matters arising from the minutes
  4. Election of new Council members
  5. Financial Report
  6. Report of meetings of Institutional Proxies and Trustees
  7. Director's report
  8. Report from the NSERC GSC 19 Chair (N. Lockyer)
  9. Report from the TRIUMF 5-Year Plan working group (J.M. Poutissou)
  10.
    - i) JHF-neutrino oscillations (A. Konaka)
    - ii) SNOLAB (D. Sinclair)
    - iii) PICASSO (V. Zacek)
    - iv) VERITAS (K. Ragan)
  11. AOB
2. The minutes of the previous AGM were approved.
3. There were no matters arising from the minutes.
4. The ballots were counted by C. Picciotto with the assistance of R. Kowalewski and S. Robertson. The results were: Cliff Burgess 23 (elected), Peter Krieger 19 (elected), and Andreas Warburton 8. The IPP thanks Scott Menary and Randy Sobie for their work and advice during their terms on Council.
5. The IPP is now operating in the second year of a 3-year grant. This year's award is for \$800K. The major expenditures are for the salaries of the Research Scientists (91% of the budget) and for travel costs of the Director and Council and for administrative costs. Some support is also provided to organizers of conferences. NSERC has given authorization to proceed with the hiring of an eighth RS, and this has been done.
6. The Board of Trustees:
  - approved the audited financial statements,
  - accepted 5 new members (bringing the total to 137),

- accepted the Perimeter Institute as an Institutional Member (Howard Burton is the proxy),
- approved the Policy on Terms and Conditions of Employment for Research Scientists,
- elected Doug Stairs as President and Chair of the Board.

The Institutional Proxies:

- re-appointed Jean-Michel Poutissou and Louis Lessard as Trustees for another three-year term,
- re-appointed Charles Picciotto as Secretary/Treasurer for another year,
- re-appointed Lee Bloomfield as auditor.

7. Director's report:

- Appointed a committee consisting of J. Hanlon (TRIUMF) and R. Hemingway and himself in order to develop a Policy of Terms and Conditions of Employment for Research Scientists. This Policy was reviewed by Council and approved at today's meeting of the Board of Trustees.
- A search for an eighth RS resulted in the appointment of Steven Robertson.
- Francois Corriveau was promoted to Principal Research Scientist.
- There were several Council meetings, and minutes starting from 1971 are now available on the web.
- The Director reported on his presentation to the TRIUMF 5-year plan town meeting and on the working group's activities. There was a discussion on the IPP components of the TRIUMF plan. Reference was also made to the NSERC SAP GSC talk (31Jan2003) and to TRIUMF ACOT and SNOARC meetings.
- Some recent statistics on recent faculty hires and graduate students point to a healthy community.
- The Director reported on the international activities that he participated in this year on behalf of IPP, including the ICFA rep, seminar at CERN, ICHEP02, ILCSC, OECD Global Science Forum, and the Linear Collider USA Steering Committee.
- There was a detailed presentation of the IPP experimental program, and also of possible new projects (VERITAS, JHF-SK, KOPIO, HALL D).
- R&D projects were discussed (PICASSO, Linear Collider, HEPNET, HEPGRID).
- The DO initiative at SFU was discussed.
- NSERC SAP awards were discussed.
- The Director suggested the possibility of including theory support in the next request to NSERC.

8. Dr. N. Lockyer reported on the activities of the NSERC Subatomic Physics Grant Selection Committee for the year 2002/03.

9. Dr. Jean-Michel Poutissou reported on the TRIUMF 5-Year Plan working group.

10. Twenty-minute talks were delivered on the following projects:

- i) JHF-neutrino oscillations (A. Konaka)

- ii) SNOLAB (D. Sinclair)
- iii) PICASSO (V. Zacek)
- iv) VERITAS (K. Ragan)

11. There being no other business, the meeting adjourned at 17:00.

Minutes taken by C. Picciotto.