

CANADIAN ASSOCIATION OF PHYSICISTS  
ASSOCIATION CANADIENNE DES PHYSICIENS ET PHYSIENNES

**MINUTES OF THE ANNUAL GENERAL MEETING  
PROCÈS-VERBAL DE L'ASSEMBLÉE GÉNÉRALE ANNUELLE**

DATE: Thursday, June 29, 2023

TIME: 12h00-14h00 ET

PLACE: CAP Zoom Meeting

ATTENDANCE: M. Paranjape, Past Pres.  
B. Frisken, President (Chair)  
W. Whelan, Vice-President  
M. Williams, Vice-President Elect  
F.M. Ford, CAP Executive Director  
C. Kraus, Secretary-Treasurer  
plus members listed in Appendix A

**1.0 CALL TO ORDER, ESTABLISHMENT OF QUORUM AND APPROVAL OF THE AGENDA**

The meeting was called to order at 12h00 ET. F. Ford confirmed that over 50 members were present and so quorum was confirmed. The agenda was approved as circulated.

**2.0 REPORT OF THE NOMINATING COMMITTEE AND EXPLANATION OF VOTING PROCEDURE/WELCOME TO INCOMING DIVISION CHAIRS**

M. Paranjape reviewed the slate of nominations. There are nominees for each of the following positions: Vice-President Elect (Pierre Benard), Director of Member and Affiliate Services (Ahmad Hamdan), Director of International Affairs (Oliver Stelzer-Chilton), and Councilor for Full Members (David Tessier). Each candidate that was present gave a brief introduction.

F. Ford reviewed the procedures to be followed for the online election of the Board of Directors. A slate was presented as there were no multiple nominations for any of the positions. Voting was open between 12h15 and 13h00 EDT. Access to the voting system was through the CAP member services.

**3.0 APPROVAL OF MINUTES OF THE 2022 JUNE 17 AGM**

**IT WAS MOVED** by B. Newling, seconded by P. Mayard, that the June 17, 2022, AGM minutes be approved as presented.  
All in favour.  
**Carried.**

**4.0 ANNUAL REPORTS**

**4.1 Presidential Update**

B. Frisken welcomed all to the 2023 AGM and gave a brief update on the integration of the administrative state of the CAP, noting that the transfer to Megram Consulting is almost complete. She highlighted the organizational updates that have occurred over the last year, including the updates to Terms of Reference documents, and the creation of the CAP Rep and Lecture Tour Coordinator positions.

Further updates included the Lecture Tour, which saw six lectures at different institutions, which were also streamed and are available on YouTube; and several hundred students engaged in the CAP High School Prize Exam. The Art of Physics and Book Review programs have been paused due to a lack of volunteers. The

nominations timeline for various recognitions have been adjusted.

B. Frisken expressed her thanks to the many people who she had worked with over the past year, including the CAP Executive, Francine Ford, and Ellen Molloy.

#### **4.2 Report on Congress 2023 Outcome**

W. Whelan began by thanking all those involved for their work towards the 2023 Congress. Stats from his report included:

- 445 in-person registrants (exceeding the 420 anticipated in the budget)
- 20 virtual registrants
- 435 contributions to the Congress program
- 117 oral and 24 posters in the CAP Best Student Presentation Competition
- 31 LOC volunteers
- 8 symposia tracks
- 5 special sessions
- 6 CAP medal and 3 plenary talks
- 7 sponsors
- 4 exhibitors

He reported that the annual post-Congress survey was launched June 22, with a reminder to be circulated soon. Early responses from the survey were mainly positive. The general delegate lunches were particularly well-received.

There is a question of whether it is feasible to continue to offer virtual registration, which will be further discussed as Congress 2024 is planned.

B. Newling, the 2023 LOC Chair, also gave his thanks to all those involved for their work towards the 2023 Congress. He noted that the feedback received in-person was overwhelmingly positive. He also reported that the hybrid model/virtual registration was difficult to maintain and recommended against a full hybrid model in future years, but suggested leaving the door open for virtual speakers/specific sessions.

#### **4.3 Financial Update**

C. Kraus presented the financial report through to June 2023, noting that some numbers are not finalized. The full report is available upon request.

**IT IS MOVED** by P. Mitchler and seconded by G. Drake to appoint the same auditor as in the past year to review the 2023 finances. The CAP Board holds the discretion to appoint a different auditor should the need arise.

All in favour

**CARRIED**

#### **4.4 New Schedule for Awards, Scholarships and Medals**

B. Frisken briefly presented the updated schedule for the various deadlines for all CAP recognitions. This was developed in collaboration with the CAP Office and the Selection Committees.

#### **4.5 Update on Implementation of Issues Raised in EDI Report**

W. Whelan presented the update on the Implementation of Recommendations. The report was received in May 2022, with 36 recommendations. Those recommendations were divided into four categories ranging from “Approve and Implement Now” to “Consultation needed, implement in the coming months to years”. The first two categories were reviewed by the Board and Council and approved in July 2022, and have been implemented.

The full EDI Report is available on the CAP website.

Next steps include establishing guidelines for the EDI Implementation Committee and expanding the

membership, as well as developing a consultation plan to get input from the membership on the remaining recommendations.

#### **4.6 Preliminary Planning for 2024 Congress at Western**

G. Fanchini gave a brief presentation on what can be expected at the 2024 Congress. 2024 will be the 100<sup>th</sup> anniversary of Western University. It is a centrally accessible location, with an airport. There are rooms that can accommodate up to 700 delegates for the Herzberg Public Memorial Lecture. He highlighted the various facilities available, including updated on-campus accommodations.

L. Goncharova highlighted multiple potential locations for the annual Banquet.

G. Fanchini recommended against pursuing a hybrid conference model.

### **5.0 Future Congresses**

#### **5.1 2025 Congress at U. Saskatchewan**

F. Ford reported that U. Saskatchewan has confirmed that they will host the 2025 Congress.

#### **5.2 Call for Hosts of 2026 Congress and Beyond**

F. Ford asked that anyone whose department might be interested in holding the 2026 Congress or beyond reach out to her via email. She noted that she hoped to have the 2026 Congress host confirmed by the end of 2023.

### **6.0 NEW BUSINESS**

#### **6.1 Report on 2023 CUPC to be Held at U. Waterloo**

G. Gorbet and K. Bogopolskaya, co-Chairs of the CUPC Organizing Committee, gave a brief presentation on the 2023 CUPC. It will be held at the Waterloo Delta Hotel on the weekend of October 26<sup>th</sup>. Programming will include a Grad Studies & Industry Fair, over 100 student presentations, and discussion panels. Next steps include increasing social media output, volunteer recruitment, and improving delegate experiences.

#### **6.2 Report from the SAC**

S. Têtu and M. Rahbaran presented the report from the Student Advisory Council. Recent initiatives include the science letter campaign, the social media “What Happened in Physics” series, the “Physics Hour” lectures, and most recently, the Physics Problem Competition, which was well-received. They also reported supporting EDI and professional development for students through resources on their website, social media, discussion panels and similar activities, as examples. The SAC has also provided advice to the CAP Board and Advisory Council over the past year on various topics.

#### **6.3 Report from the Editor of PIC**

B. Joos reported that there have not been any issues released since the last AGM, stating that the previous template is no longer compatible with modern formats. The goal is to publish 3-4 issues a year compiled primarily of community-supplied articles. These issues will be made available to members as they are published, and then released to the general public after a waiting period.

A new template will need to be developed to support publishing across all devices.

#### **6.4 Report from the Chair of the CAP Foundation**

M. Roney reported that the 2022 Carswell scholarship was awarded to two students at \$5000 each. Applications for the 2023 scholarship will open in early September 2023. He noted that Allan Carswell was nominated for (by the CAPF) and subsequently awarded the 2022 Philanthropist of the Year for his works.

M. Roney also reported that the 2022 Svensson scholarship was awarded to one student, and applications for the 2023 Svensson scholarship would at the same time as the Carswell scholarship. He also noted that the 2022 University Prize Exam was held; and that all five 2022 CAP Awards for Excellence in Teaching High School/CEGEP Physics were awarded. Three of the five teachers awarded will be attending the CERN High School Physics program, thanks to funding from the Institute of Particle Physics.

M. Roney further noted that the donations to the CAPF are down, and a new fundraising campaign is required. Additionally, many of the CAPF Board members have served exceptionally long terms, and request replacements from the CAPF membership.

On a final note, M. Roney noted that the CAPF had been awarded a \$300,000 endowment to support the CAP Lecture Tour, and thanked M. Paranjape for driving the effort to secure the endowment.

## 7.0 RESULTS OF THE BOARD ELECTION

F. Ford confirmed that a quorum was met, and the full slate was elected. All candidates ran unopposed.

Title	Candidate	Yea	Nay	Abstain
President	William Whelan	53	0	1
Vice-President	Martin Williams	54	0	0
Vice-President Elect	Pierre Benard	54	0	0
Director of Member and Affiliate Services	Ahmad Hamdan	53	0	1
Director of International Affairs	Oliver Stelzer-Chilton	51	2	1
Councillor for Full Members	David Tessier	53	0	1

## 8.0 VOTE OF THANKS AND CHANGE OF CHAIR

Following confirmation of the election, B. Frisken congratulated the new President and thanked everyone who contributed to the success of the CAP. She then invited W. Whelan to take over as President.

W. Whelan welcomed the incoming VPE, Directors, and Councillor, and thanked all the members of the Board, Council, CAP Office, and the Division Chairs for their contributions to the CAP.

W. Whelan thanked R. Kanungo for her exceptional work on expanding the International Affairs portfolio.

W. Whelan thanked M. Paranjape for his many contributions through his time on the Presidential line, in particular his work in securing the lecture tour endowment, and his work in launching the CAP Fellows program.

W. Whelan thanked M. Roney for all his time and efforts as the CAPF Chair.

W. Whelan thanked B. Frisken for her contributions to the CAP over the past three years, specifically for the integration of Megram Consulting, the establishment of the CAP Reps, and her extensive work on the updates to the CAP Governance.

**9.0 DATE AND PLACE OF NEXT MEETING**

W. Whelan announced that the next AGM will be held virtually in June of 2024.

**10.0 ADJOURNMENT**

W. Whelan adjourned the meeting at 13h58.

Minutes were prepared by E. Molloy, Association Manager

**Appendix A: Attendance as recorded in Zoom chat**

Michael Roney  
David Themens  
Aimee Gunther  
Erica Caden  
Oliver Stelzer-Chilton  
Maximilian Swiatlowski  
David Tessier  
Gordon Drake  
Ben Newling  
Giovanni Fanchini  
Lyudmila Goncharova  
Chitra Rangan  
Gabriel Gorbet  
Kat Bogopolskaya  
Bela Joos  
Paul Johns  
Patrick Mayard  
Carsten Krauss  
Patricia Mitchler  
Simone Têtu  
Michael Morrow  
Maria Kilfoil  
Miranda Schmidt  
Jenny Kliever  
Daria Ahrensmeier  
Valerie Booth  
Pierre Benard  
Maryam Rahbaram