



## IPPOG 4<sup>th</sup> CB Meeting, 21 April 2018

Hans Peter Beck: IPPOG Chair, Bern University  
Steve Goldfarb: IPPOG Chair, Melbourne

# CB Matters

<https://indico.cern.ch/event/722411>

- Adoption of the agenda and establishing the quorum
- Approval of last CB minutes
- New members and addendum
- Open Call for European Strategy Update
- Financial Report
- Fees for 2019
- Next IPPOG meeting venue
- AoB

# Approval of last CB minutes

- Full CB report distributed to IPPOG representatives on 22 Nov 2017 by Barbora.
- Feedback received
  - Addenda and Annexes added to report
  - Minor wording
- Final report with all feedback considered sent on 6 Dec 2017 by Barbora
- Also attached to indico

# New Members and Addenda

Country Membership and fee well defined following MoU, Addenda, taking GDP tables and CERN+FNAL community size into account.

Candidate Members can simply sign page 13 of MoU.

New Members are subject to a vote by the CB

Addenda that define the contributions from experiments and labs are required for each experiment and laboratory individually.

These are subject to a CB decision

For experiments, a general template was agreed by the CB in its 2<sup>nd</sup> meeting on 22 June 2017, which was a special CB meeting via Vidyo

Following this template, the ATLAS Addendum was signed on 1 November 2017 and the Belle II Addendum was signed on 19 February 2018.

Addenda documents are all available from the IPPOG web (login required):  
<https://ippog.web.cern.ch/ippogers/documents>

# Signing Members 21 April 2018

	Signing Organisation	Country/Lab/Experiment	Date signed
1	NIKHEF	Netherlands	22 Sep 2016
2	DESY for KET	Germany	23 Sep 2016
3	Physics Department of University of Oslo	Norway	21 Oct 2016
4	LIP	Portugal	1 Nov 2016
5	The Section for Elementary Particle and Astroparticle Physics of the Swedish Physical Society through the Swedish LHC Consortium	Sweden	1 Nov 2016
6	CHIPP	Switzerland	4 Nov 2016
7	Ministry of Education, Science, Research and Sport	Slovak Republic	15 Nov 2016
8	Institute of Atomic Physics	Romania	17 Nov 2016
9	Helsinki Institute of Physics	Finland	29 Nov 2016
10	FWO + F.R.S.-FNRS	Belgium	30 Nov 2016
11	CERN	CERN	19 Dec 2016
12	INFN	Italy	21 Dec 2016
13	CNRS/IN2P3	France	23 Dec 2016
14	The Henryk Niewodniczański Institute of Nuclear Physics Polish Academy of Sciences	Poland	29 Dec 2016
15	CoEPP	Australia	14 Feb 2017
16	The University of Notre Dame on behalf of QuarkNet	USA	14 Mar 2017
17	ATLAS Spokesperson	ATLAS	1 Nov 2017
18	BELLE II Spokesperson	BELLE II	19 Feb 2018
19	Jožef Stefan Institute	Slovenia	19 Apr 2018
20	Institute of Physics of the Czech Academy	Czech Republic	21 Apr 2018
21	Rede Nacional de Física de Altas Energias (RENAFAE)	Brazil	Next Week

# Membership Status

## Imminent

- Austria
  - Austrian Physical Society (ÖPG) agreed to sign.  
Documents ready
- Greece
  - Ministry of Education, Research and Religious Affairs  
agreed to sign

## In Process

- ALICE Collaboration  
again following the experimental template

## Expression of Interest

- Georgia
  - Meeting at CERN with Georgia and the IPPOG  
chairs, with great interest shown by Georgia to join  
IPPOG

# CERN Addendum

- ½ FTE for the IPPOG support (Claudia)
- ½ FTE Masterclass coordination (Uta).
- annual monetary contribution of 5000 EUR
- hosting the IPPOG website and resources database,
- administering the IPPOG accounting and financial transactions
- providing support to IPPOG Forum members to allow them to obtain access to the CERN site for the purpose of IPPOG's mission.
- Providing logistic and secretarial support for IPPOG Collaboration meetings when these are held at CERN.

As required by the IPPOG MoU, this needs an endorsement by the CB

# DESY Addendum

- PROPOSAL: DESY would offer an In-Kind contribution for the Cosmic Rays project. This shall be written in the specific Addendum of Terms of Participation on DESY in IPPOG, upon which signature DESY will become an official Member of IPPOG.

As required by the IPPOG MoU, this needs an endorsement by the CB



# Financial Report

## Balance Sheet Overview for 2017

Total Receipts (€)	54 000
Total Expenditures (€)	3 453
<b>Balance (€)</b>	<b>50 547</b>

## Receipts for 2017

Item	Projected (€)	Received (€)
Membership Fees	52 000	50 000
EPS Competition	3 000	3 000
<b>Total</b>	<b>55 000</b>	<b>53 000</b>

The membership fees are projected early in the year, before the number of members to sign and pay can be known precisely. This is necessary to create the budget. We overestimated by €2 000 in 2017.

Australia has paid for both 2017 and 2018, but the payment for 2018 will only be accounted for in 2018.

# Financial Report

## Expenditures for 2017

Item	Budgeted (€)	Expenses (€)
Infrastructure / Web Development	20 000	0
Activity Support / Masterclasses	5 000	796
Activity Support / Cosmic Rays	2 000	0
Activity Support / Other Projects	2 000	0
Communication / Print Material	2 000	0
Communication / Online Material	2 000	0
General / Translation	3 000	0
General / Travel & Fees	6 000	992
General / Meeting Expenses	5 000	1 000
General / Office Expenses	2 000	0
General / Contingency	3 000	0
Grants / EPS Project	3 000	665
<b>Total</b>	<b>55 000</b>	<b>3453</b>

# Fees 2019

As discussed in the 3<sup>rd</sup> CB meeting of Fall 2017 at CERN:

RECOMMENDATION: According to par.4 in Addendum Fees 2017 "The Annual Membership Fees and Budget are prepared for the following year based on the data from previous year(s)". In principle this would lead to changing fees each year. In order to avoid such fluctuations, it was proposed by IPPOG CT that IPPOG CB would agree on stable fees over longer period until there would be a clear wish expressed that the fee should be readjusted. There was a general understanding that this is a good idea and it was representative of Belgium proposed that once IPPOG will have the information from several years of experience, the standard way to avoid fluctuations from year to year would be to work with a sliding window that averages over the last e.g. 3 or 5 years.

VOTE: The Annual Membership Fees 2018 (unchanged for IPPOG Members from those agreed for 2017), including new member Brazil and proposed values for Candidate Members, were voted in unanimously. Taking into account remarks from IPPOG CB, consequently the has been prepared by IPPOG CT.

**Therefore: the 2019 fees will be the same as the 2017 and 2018 fees.**

# Open Call for European Strategy Update

As discussed during this IPPOG meeting, IPPOG Chairs shall contact the European Strategy Update Secretary Halina Abramowicz

Discussion by the IPPOG CB to give guidance to the IPPOG Chairs on what key points need to be carried to the European Strategy Update Secretary

# Next IPPOG meeting(s)

The venue for the 2018 Fall meeting has been fixed for 4-6 October 2018, if at CERN.

No other slots can be offered for many logistics reasons.

Claudia will be fully booked after the Fall meeting over for organizing TEDxCERN later in 2018.

Availability of meeting rooms at CERN (Charpak in 6<sup>th</sup> floor)

Proposals for hosts of the Spring 2019 meeting should be presented during the Fall 2018 meeting