

**Canadian Astronomical Society  
Société Canadienne d'Astronomie**

**79th meeting of the Board of Directors  
January 18, 2018 09h00 – 14h30 PST  
Conducted by Videoconference**

**Minutes**

**In attendance:**

Roberto Abraham	President
Rob Thacker	Vice-President
Nicole St-Louis	Treasurer
James Di Francesco	Secretary
René Doyon	Director
Erik Rosolowsky	Director
Kristine Spekkens	Director
Kimberley Venn	Director
Christine Wilson	Past President

**1. Adoption of agenda [Di Francesco]:**

- **Motion to adopt the agenda (Abraham/Spekkens): Carried**

**2. Adoption of the minutes of the 78<sup>th</sup> Board of Directors meeting [Di Francesco]:**

- **Motion to adopt the minutes (Abraham/Rosolowsky): Carried**

**3. Business Conducted Electronically [all]**

- *Submission to Industry Canada*: In response to a call from Industry Canada for comment on usage of 50-68 GHz for 5G mobile band width, Rosolowsky, Wilson, Spekkens and Abraham submitted the position of CASCA about the potential for radio interference (RFI) on astronomy to Innovation, Science and Economic Development (ISED) Canada.
- *Canadian Applied and Industrial Mathematics Society (CAIMS)*: Abraham permitted this society to adapt our meeting code of conduct for their own meetings.
- *E-Cassiopeia*: Magdalen Normandeau has stepped down as e-Cassiopeia co-editor. The Board thanked Magdalen for her hard work keeping the Society informed over many years. Joanne Rosvick will continue as sole editor of e-Cassiopeia.

- *Qilak award criteria*: The Board debated the wording of Qilak award eligibility so that early-career and late-career individuals working in public outreach could be honoured in alternate years.
- *AstronomyCanada.ca*: The Board agreed to pay the fees for this domain name and *astronomiecanada.ca* for another year. The Education & Public Outreach (EPO) Committee may take up this domain in the near future.
- *ACURA Advisory Council for the SKA (AACCS)*: The Board has selected Doug Johnstone (NRC Herzberg) to join the AACCS.
- *CASCA Climate Survey*: the Board received updates from the Equity & Inclusivity Committee (EIC) about the Climate Survey and the less than stellar performance of the company who is running the online poll. After conferring with the company (Infopoll.com), the Board paid a moderately reduced amount for the poll.
- *DAO100*: the Board agreed to have notice of the DAO100 project marking the centenary of the Dominion Astrophysical Observatory added to the CASCA webpage.
- *Non-astronomy Exploder submission*: the Board ruled that a submission to the CASCA e-mail Exploder by a retired astronomer did not meet the criteria for acceptance.
- *New Award Deadline*: following no submission of nominations for the Qilak and Dunlap Awards, the Board agreed to implement an extended deadline for nominations.

#### **4. Review of the Actions Items List [Di Francesco]**

- *Solar System + Exoplanet Committee*: The Board continued to discuss the creation of a new committee to include Canada's planetary scientist community in CASCA. Abraham to visit Western University soon to pitch CASCA and the LRP to its solar system community.
- *Communication Officer*: The Board explored the idea of creating a new position within the organization to manage CASCA's engagement with the web, press releases, social media, etc.
- *CASCA 'reps'*: Di Francesco has created an informal group of CASCA 'reps' in each astronomy department/institute in Canada who can help disseminate CASCA news locally and on a more personal level than the exploder.
- *Professional Demographics Survey*: in collaboration with ACURA, CASCA will pursue a new survey of astronomer numbers in Canada in preparation for the next Long Range Plan

#### **5. New business**

##### **5.1. President's report [Abraham]**

- *Core Values Statement*: Abraham has circulated a draft of a new statement of CASCA's Core Values to the Board. It is intended to be a "foundational document" rather than a "code of conduct." It may be a precursor to an updated CASCA Ethics Statement, a separate document that will contain some avenues of recourse in cases of breaches. Abraham to get input on Core Values Statement from EIC and Board before sending to membership in

March in pursuit of adoption at May 2018 AGM. Abraham to remind membership of current Ethics Statement but ask EIC to update it for May 2019 AGM.

- *Proposed Corporate Membership By-law Amendment*: Discussion deferred to e-mail.

## 5.2. Vice-President's report [Thacker]

- Committee Reports
  - *Awards*: In response to no Qilak or Dunlap nominations by the nominal deadline, a new call went out by end of January. Future calls will have separate timelines for these awards. May introduce self-nominations in future calls.
  - *Canadian TMT Advisory Committee (CATAC)*: Hawaii site of TMT is still preferred. New Hawaii county mayor Harry Kim is interested in making Maunakea a “world peace park.” Support in Hawaii appears to be moving toward TMT, and cases are moving through various courts. Gary Sanders and Ed Stone hosted a very illuminating WebEx meeting last fall. There has been a 350% increase in Canadian STDT participation. A forum to discuss new second-generation TMT instruments occurred last November in India.
  - *Equity & Inclusivity Committee (EIC)*: The EIC's climate survey is done but had problems, including bad customer support from the polling company used. 150 CASCA members responded, about ~1/3 of the membership. EIC is now starting to analyze the data with eventual publication in e-Cassiopeia. EIC will begin personal demographics survey soon as well as white paper for next LRP. EIC supports increased Canadian participation in the U.S. “Astronomy Allies” initiative. EIC suggests E&I posters be presentable at CASCA meetings and not count against science presentations.
  - *Education and Public Outreach (EPO)*: Committee is working to identify host communities for new WESTAR lecturers, will send out call soon with February deadline and another round this summer. Phil Langill has been an excellent, pro-active chair. Committee would like input on how to make EPO activity reporting easier (and thus more accurate).
  - *Graduate Students*: No report
  - *Heritage*: Work on history of Canadian radio astronomy book continuing. Randall Rosenfeld is prepared to improve CASCA archive and invites specific input.
  - *Nominating*: Committee has met twice to discuss two candidates for VP. Will contact Secretary with candidates ASAP.
  - *Ground-based Astronomy Committee*:
    - SKA: Construction of HQ underway, cost-cap exercise is complete. Project has identified a baseline design to build towards and a deployment design that will be actually built given the cost cap. Baseline design possible with new money, i.e., partners. Concern that number of pulsar nodes in deployment design is too

low for pulsar searches, but HPC facilities may be deployed in stages.

- LSST: Agreement that allows Canadian participation is being worked out.
- MSE: Design phase continuing, having something to propose toward by 2020. Doug Simons going to China in April to look for possible involvement.
- NGVLA: NSF gave project \$11M to conduct development studies. Antenna design work is ongoing at DRAO. Science conference is planned for June.
- ALMA: Incredibly, 1661 proposals were submitted for Cycle 5 with 180 having Canadian participation. In terms of awarded time, Canada did very well. Sean Dougherty becomes ALMA Director in February 2018.
- JCMT: Telescope continues to operate with small involvement from Canada. Canadian oversubscription rate of ~3. EAO is considering continuing operations for another five years.
- Gemini: Observatory as a whole is in transition, and doesn't want to duplicate performance in North and South. South is moving towards becoming an LSST follow-up facility. North is moving towards AO, e.g., moving GEMS there. 2018 assessment point for continuing in Gemini is coming up soon and NRC is striking a committee to consider Canada's continuation in project.
- CFHT: SPIRou hardware incoming. New Large Program requests are expected by end of 2018. Sitelle has had some problems but being worked on. Current Large Programs are approaching completion, and it's unclear what's coming next.
- CHIME: essentially built and moving towards operation. Interesting results on FRBs expected quickly.
- DRAO/DAO: both are being used actively. Discussion of including a robotic Plaskett Telescope into the Las Cumbres Observatory network may involve LRP2020 deliberations.
- Spectrum management: Industry Canada is openly wondering why the astronomy community thinks spectrum protection is important if we don't have anyone actively supporting it.
- *Long-Range Plan Implementation Committee*: Moving toward LRP2020.
- *Computation and Data Committee*: CANFAR infrastructure is moving to Compute Canada hardware, CADC also upgrading its archive hardware. CFI has funded a new project to archive MeerKAT and NVSS data. A second version of the CANFAR proposal has been submitted. Compute Canada continues to have management issues, and an opinion about emphasis on centralized or regionalized resource allocation reflecting the community needs to be made, likely to CFI via a letter.
- Statuses of upcoming AGMs
  - *Victoria 2018*: The Board supported inviting outgoing NRC Herzberg Director-General Greg Fahlman to be a plenary speaker at the meeting.

The Board approves paying the costs of the lunch for the Town Hall meeting. Some concern about the high cost of the banquet, especially for students. The Board noted the LOC's request to promote the meeting as best we can.

- *AGM 2019*: A location to host the 2019 CASCA annual meeting needs to be identified soon and the Board discussed some possibilities.

### 5.3. Treasurer's report [St-Louis]

- *CASCA's Financial Status*: For details, see Treasurer's Report. CASCA's financial situation remains sound as usual. We have received about \$50K in dues so far this year. Last year, we received \$75K in dues, possibly due to a lot of people paying five-year memberships. Expenditures have been \$68K but include a \$20K payment to "Discover the Universe" for which an invoice has been received. \$8K has been set aside for WESTAR lectures this year. Funds donated for Richer award will be transferred to the investment account soon. Investments balance went up 6%, a little lower than before but within the expected target range. Electronic Bank Transfers have been set up, so CASCA can now pay easily government obligations like tax withholding, EI, and CPP. CASCA Trust Donations are somewhat down from previous years.
- **Motion to accept the Treasurer's Report (Abraham/Spekkens): carried**
- *Auditor Recommendations*: Wilkinson LLP suggested we do monthly bank reconciliations and St-Louis and S. Di Francesco have begun doing that. Given low amounts donated each year, we will not follow their suggestion to open a separate bank account for CASCA Trust.
- *Endowments Guidance*: Wilson and St-Louis are currently working on a draft memo to provide guidance to managing CASCA endowments. At present, the endowments are funded moderately better than needed to protect their capital against inflation. Memo should be complete by the March Board meeting and will be presented to the membership for adoption in May.
- *Administrator Salary Request*: The Board discussed the salary request made by our Administrator Susan Di Francesco. Negotiations are ongoing.

### 5.4. Secretary's report [Di Francesco]

- *CASCA's Membership Status*: For details, please see the Secretary's Report. The Society currently has 392 Members in Good Standing, 83 are in arrears by one year (or have given partial payments), and 39 are in arrears by two years and will face expulsion by May. Di Francesco to send new reminders to those members in arrears by March meeting. Notably, we have twelve new first-year members. Di Francesco analyzed trends over the past five years to determine if there was some reason membership has declined slightly over that period. The decline appears to be related to small decreases in Ordinary Member and Student Member numbers, though this decline has been offset slightly by an increase in Associate Member numbers. The reasons for the declines are not obvious, though student numbers have always been more variable than those of other categories.
- **Motion to accept the Secretary's Report (Abraham/St-Louis): Carried**

- *Members Database*: Di Francesco reported on the ongoing problems with our Members Database that has been broken for several months. Jennifer West, Dave Lane, and Susan Di Francesco have been working on repairs but progress has been slow.
- *New Web Host*: In relation to the above, Dave Lane has suggested CASCA find a new host for its website and Members Database, as he himself no longer has time to manage them himself. Di Francesco to explore possibilities with Abraham, Thacker, Jennifer West, and Dave Lane.

**5.5. Directors' reports [Rosolowsky, Spekkens, Venn, Doyon]**

- *Portfolios for New Directors*: Venn has stepped up to take on the Awards Committee and NSERC 'portfolios.' Doyon to be approached to take up IAU, Coalition for Canadian Research and French Translation portfolios. Spekkens to keep CAP and EIC portfolios and Rosolowsky to keep EPO committee and WESTAR portfolios. Issues related to those latter portfolios were discussed elsewhere in this meeting.

**6. Date of Next Telecon [all]**

- Suggested date: **Thursday, March 15, 2018, 10 am PST** preferred

**7. Other business [all]**

- No other business

**8. Adjournment [Di Francesco]**

- **Motion to adjourn the 79<sup>th</sup> Board of Directors meeting (Abraham/Venn): Carried**

**Canadian National Committee of the IAU**  
**January 18, 2018 14h00 – 14h30 PST**  
**Conducted by Videoconference**

**Minutes**

1. **Adoption of the Agenda [Di Francesco]**
  - **Motion to adopt the agenda (Abraham/Venn): Carried**
  
2. **Approval of the Minutes of the May 29, 2017 meeting [Di Francesco]**
  - **Motion to approve the Minutes: (Spekkens/Rosolowsky): Carried**
  
3. **Business arising**
  - *Annual Performance Review (APR) questionnaire*: Notice by NRC to complete the APR questionnaire was sent Abraham in late December. Abraham has not yet completed the APR but it will be done by the 01 February deadline. Good performance in this questionnaire is needed for NRC to pay the annual IAU dues for Canada's members.
  
4. **Other business [all]**
  - *New Membership Drive*: With the IAU General Assembly (GA) being held this year (in Vienna, Austria), our community has been canvassed for new Individual Members so applicants can be confirmed at this GA. This year, the IAU is also receiving nominations for "Junior Members," a new category for postdoctoral fellows that will not require dues payment. Di Francesco has informed the community of these opportunities via the CASCA Exploder, and received interest from about twelve potential Individual Members and six potential Junior Members. Bill Harris, who serves on the IAU Membership Committee, informed us that the number of applicants is quite down globally this year, prompting us to resume targeting individuals to nominate. Hence, Wilson and Di Francesco identified about twenty other potential Individual Members to invite to apply, leading to a few new applications by this meeting. The deadline for nominations is 01 February, after which Di Francesco will review and endorse the applications of those who applied.
  - *Canada IAU GA in 2024*: Doyon apprised the CNC about ongoing efforts to host the 2024 GA in Montréal. A Letter of Intent supporting the bid was sent by the NRC President in October. The IAU received eight LoIs in total. Via an online questionnaire, the IAU Executive narrowed down the candidates to four, including Montréal. At present, the LOC and the Palais de Congrès in Montréal are working on the bid proposal that is due 01 April. Doyon will also present the bid to the IAU in person this August at the Vienna GA.

**5. Adjournment [Di Francesco]**

- **Motion to adjourn the IAU-CNC meeting (Abraham/Spekkens): Carried**