

Minutes of the MICE Collaboration Board held on 12th February 2008 at RAL

Present

CB Chair – K Long	UK, Brunel – P. Kyberd (secretary)
Spokesman – A. Blondel	Glasgow – P. Soler
Deputy – M. Zisman	Imperial College London – P. Dornan
Technical Coordinator – R. Apsimon	Liverpool – R. Gamet
Bulgaria, Sofia – R. Tsenov	Oxford – J. Cobb
China, Harbin – L. Wang	USA, FNAL – A. Bross
Italy, INFN Milano – M. Bonesini	Illinois Inst. Tech. – T. Hart
INFN Napoli – V. Palladino	LBNL – D. Li
INFN Trieste – G. Giannini	Riverside – G. Hanson
Switzerland, DPNC Geneva – J-S. Graulich	

1) Introduction

K. Long introduced the meeting.

2) Approval of Minutes of 9th October 2007

It was noted that the venue for the meeting was incorrectly noted as CERN. With the correction in the venue, the minutes were **approved**.

3) Proposal from Muons Inc. to join MICE (T. Roberts – see slides)

T. Roberts gave a brief introduction to Muons Inc. and explained that they wished to join MICE. In the short term they would work on improvements to the beam line, seeking to provide correctors and collimators for Phase I. In the longer term, Muons Inc. seeks to bring the MANX helical channel to the MICE Muon Beam to demonstrate 6D cooling. This work would be funded under an existing contract from the DOE to support the MANX programme.

The discussion focussed on the fact that the terms of the contract with DOE would not allow Muons Inc. to contribute to the Common Fund. It was pointed out that although contributions to the Common Fund were necessary they could be made in kind. The discussion concluded that the work on the beam if carried through successfully would be likely to be sufficient to cover the in kind contribution to the Common Fund. It was confirmed that Tom Roberts would continue to work on G4Beamline, which is seen as important to MICE, under another contract, whatever the outcome of the application by Muons Inc. to join MICE. With these facts clarified, the Muons Inc. was unanimously welcomed into the collaboration.

4) Spokesman's report (Alain Blondel)

A. Blondel (see slides) presented a review of status and plans including possible funding shortfalls and review of the funding situation of the various partners. In discussing the situation in Italy he suggested that since Pavia are named on the grant they should formally apply to join MICE.

5) Next meeting

The amended schedule of future meetings was approved:

4-7 June 2008	Daresbury Laboratory
5-9 Nov 2008	Berkeley
2nd week Jan 2009	Harbin
Spring and fall 2009	Rutherford Laboratory

6) Preparation of discussion with David Findlay

The main concern was the funding problems which would cause the schedule to slip by up to 14 months by the time step VI was due to start.

7) Discussion with David Findlay (representing Andrew Taylor)

David Findlay said that there had been good progress since last summer and recalled the contributions of P. Drumm in establishing the base for the work. He also noted that the relations between ISIS and MICE had improved and there was a better mutual understanding of each other's aims and work.

He commented that the request from MICE for more support from ISIS had been met during the last year, by diverting people from work on the machine and TS2. This indicated ISIS was taking a longer term view and supporting MICE even when it conflicted with their core tasks.

He was unable to comment on the support from STFC. He did not even know how many hours ISIS would be able to run next year.

In response to the concerns raised on the slipping of the MICE schedule, he was unable to provide any answers, but he agreed to report our concerns to Andrew Taylor. He also suggested that our concerns should also be raised with Andrew Taylor via N. McCubbin, Acting Director PPD.

8) Project Manager's Report (Richard Apsimon)

R. Apsimon (see slides) reported on the status of the Common Fund contributions. Most people had responded for which he thanked them, but wanted to deliver a gentle reminder to those who had not replied yet. He provided a review of the administrative support from RAL and the rather limited support available from the ISIS User Office. Training for working in Hall will be arranged via Richard Apsimon. He agreed with Alan Bross's suggestion that it would be useful if people filled in the various forms before they arrived at the lab and sent a copy to him, which could be processed before people arrived.

9) AOB

The document on the Common Fund which had been approved by the collaboration board and presented to the Funding Agency Committee must be agreed formally with STFC.

PK 14th February 2008