

Minutes of the MICE Collaboration Board held on 25th March 2010 at UC Riverside

Present

CB Chair – A. Bross

Spokesman – A. Blondel

Deputy – M. Zisman

Technical Coordinator – A. Nichols

Brunel University – J. Nebrensky

DPNC, Geneva – J-S. Graulich

FNAL – A. Bross

Glasgow – D. Forrest

Illinois Inst. Tech. – D. Kaplan

Imperial College – K. Long

INFN Napoli – V. Palladino

LBL – D. Li

Liverpool – R. Gamet

Mississippi – D. Summers

Muons Inc. – T. Roberts

Oxford – J. Cobb

RAL – A. Nichols

Riverside – G. Hanson

Sheffield – C. Booth

Warwick – S. Boyd

1) Approval of Minutes of 6th November 2009

The minutes of the previous meeting were approved.

2) Spokesman's Remarks (Alain Blondel)

The main aim for the 2010 run is the completion of Step I. Excellent progress has been made, but there is still much to do, and the schedule has been delayed by problems with the cryogenics for the decay solenoid. We will use all the beam time available up to the shutdown on 15th August. Thanks were expressed to the MOMs; more people are needed to sign up as BLOC and Shifter. The MICE Online Group is crucial, and will remain so. The situation of some members is uncertain, and it is important to share knowledge more widely to ensure continuity. Rapid analysis of data is important to ensure quality is maintained.

A schedule review was underway at the Collaboration Meeting, but it is already almost certain that we will start February 2011 with Step II not Step III. Concern remains about the coupling coils, where a contract has been signed but details and schedule are not yet known.

MICE's status as a CERN recognised experiment was renewed in February. This allows the use of Team Accounts etc., but there is no automatic allocation of office space. Closer collaboration with the CERN RF team has been requested, to extend involvement beyond refurbishment of the power stations.

Trieste & Como have made valuable contributions to the experiment, but they are not formally part of the collaboration. A solution to this should be pursued, and the institutes should remain on the MICE mailing list.

3) Project Manager's Report (A. Nichols)

Progress has been good, dominated by preparation for Step II. Infrastructure is ready, and we are waiting for the delivery date of the first spectrometer solenoid. The coupling coil contract has been signed. The date for the first AFC is now December 2010. MICE-UK came out of the STFC programmatic review well, and work is in progress to plan delivery of the project and the fit with international subsystems schedules. A project planner has been appointed – Chris Bulloch of Magna Parva Ltd. After a 6-month contract, he will be replaced by an STFC employee. Jason Tarrant has been appointed as integration engineer. The chair of the proposed MICE Project Board, Steve Peggs, has toured R5.2 and met several people.

The main risks and worries are the robustness of subsystem delivery dates, with a risk of losing a very good installation team if there are serious delays, and the lack of a clear plan for the upgrade of the electricity supply for R5.2 (a host lab responsibility).

4) Spokesperson Election (Alan Bross)

The Search Committee had consulted the collaboration, and there was a clear consensus to keep the current leadership. A. Blondel and M. Zisman are therefore re-elected as Spokesperson and Deputy.

5) Common Fund (Ken Long)

The 2009-10 census included 57 names, yielding a nominal income of £171K. (The position of Harbin is still not defined.) £135K cash plus £12K in kind contributions have been received; £18K plus £9K in kind remain outstanding. The previously agreed budget was presented. 11 months through the year, the projected expenditure is £154.7K, leaving a small reserve. In discussion, it was agreed that allowing the reserve to be swallowed up in writing off bad debts would be bad policy.

The census for 2010-11 is almost complete. Institute representatives who have not yet responded are urged to do so urgently.

6) NSF Update (Gail Hanson)

A Collaborative Proposal had been submitted to NSF last September, on behalf of IIT, Mississippi (with a sub-award to Iowa), U.C. Riverside (with a sub-award to New Hampshire) and Chicago (a new group). \$3.1M had been requested for 3 years, though this includes some existing awards. Over \$1.138M has been granted, representing an increase of \$174K per year over the present funding level.

7) Application from University of Chicago (Kwang-Je Kim)

A proposal was presented for involvement of Chicago in our collaboration. The involvement of two professors, as well as a Post Doc, graduate and undergraduate students was outlined. Some students could come to RAL this summer for 2-3 months, providing adequate local supervision could be arranged. The board voted unanimously to approve Chicago's application. However, the meeting was not quorate. The case was subsequently presented by e-mail to absent members of the board, and a positive decision was confirmed.

8) Speakers' Bureau Report (Vittorio Palladino)

The status of planned talks and submitted abstracts was presented. There are many MICE talks, but it is still difficult to find sufficient speakers. All members of the collaboration were encouraged to suggest speakers and respond to the e-mails sent out regarding forthcoming conferences.

9) Any Other Business

Spectrometer Solenoid Status (Mike Zisman)

The problems with the solenoid, and plans for further diagnostics, were outlined. A resolution of the problems should be expected to impact the schedule.

Video Conference Organisation

The present timing is not suitable for those on the West Coast of the US. Now that there is no Japanese involvement, it was requested that the timing be reconsidered.

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