

Minutes of the MICE Collaboration Board held on 28th October 2014 in Rome

Present

CB Chair – A. Blondel *by phone*

Spokesman – K. Long

Deputy – A. Bross

Fermilab – M. Popovic

Geneva – Y. Karadzhov

Glasgow – P. Soler

Illinois Inst. Tech. – D. Kaplan

Imperial College – J. Pasternak

INFN Milano Bicocca – M. Bonesini

INFN Napoli – V. Palladino

INFN Pavia – A. De Bari

INFN Roma III – D. Orestano

LBL – S. Virostek

Liverpool – R. Gamet

Oxford – J. Cobb

RAL – C. Rogers

Riverside – G. Hanson *by phone*

Sheffield – C. Booth

Strathclyde – K. Ronald

Warwick – S. Boyd

1) Spokesman's Remarks & EB Report (Ken Long)

We were informed of two possible new Chinese members of MICE – Zhihui Li from Sichuan University was present as an observer, and Jingyo Tang of the Institute for High Energy Physics, Beijing, had also expressed interest.

The period since the last CM had been dominated by preparation for the DoE review of MAP and MICE. This had resulted in endorsement for cooling with reacceleration, and the removal of the CC to reduce risk, cost and shorten the timescale. On the personnel side, V. Blackmore was standing down as Physics Coordinator (and was thanked by the CB for her outstanding contributions) with C. Rogers taking up this role; D. Rajaram was now Software & Computing Coordinator, A. Dobbs MAUS Coordinator and C. Macwaters Operations Engineer.

There was huge progress in construction, with emphasis shifting to pre-commissioning. The priority now was completion of the PRY. It was essential that work at RAL was prepared and scheduled well in advance. The “Assumptions Document” had been circulated, and must be approved by the CB. (More details were presented by R. Preece.) The plan for pre-commissioning had been prepared by S. Boyd and circulated, and comments followed by endorsement were invited. The Shift Agreement had been updated, and a decision was needed as to whether running should be 24/7 or 16/5. A new shift tool was in preparation, and all members were invited to sign up for shifts, so that manpower could be matched to running requirements. The prioritisation of Step IV physics was discussed in terms of absorbers, momenta, beta etc. Documentation was required prior to a review.

Unfilled positions were listed, including Production Coordinator, Computing Infrastructure Manager, Tracker S/w and Global Tracking Coordinator – the CB members were asked to help identify suitable candidates. A review of the MICE Constitution was underway, with an external 4-member review panel. (Two had agreed to serve, and 2 would be contacted by phone.) Initial conclusions are to be presented at CM41, with discussion or acceptance of a revised constitution by CM42.

Future collaboration meetings were listed as:

- CM41 at RAL 9th to 13th February 2015
- CM42 at RAL 22nd to 26th June 2015
- CM43 at FNAL/IIT 28th to 31st October 2015
- CM44 15th to 19th February 2016
- CM45 20th to 24th June 2016
- CM46 3rd to 7th October 2016

2) Project Manager's Report (Roy Preece)

The Assumptions Document was summarised. This captures and defines which institutes or organisations are responsible for various items of hardware and services. During discussion, it was agreed that the provision of electrical power should be added to the document. Groups will be asked to endorse the document by e-mail over the next week.

3) Common Fund Report (Stefania Ricciardi)

A census had been conducted for 1st April 2014, though some groups had still not confirmed membership. NSF funding had run out, and groups were applying again but there would be no funds before next summer. There was discussion whether the provision of RF hardware should be accepted as an in-kind contribution, and whether if so this should be an interim solution. An alternative was to ask DoE to cover the NSF Common Fund payments.

The number of members was about 62, provisionally evaluating to £186K (£150K cash plus £36K in-kind). K. Long stated that £20K from UK funds plus £20K from the CF would be available to assist visiting collaborators.

4) Preparation for Data Taking (Steve Boyd)

The meeting was referred to the Step IV Commissioning Plan, which had been circulated. We were not ready to change the shift policy yet – a decision must be made at the next CM. All members were asked to read the plan, think about the personnel required, and endorse the plan by e-mail by the following Wednesday.

5) Publication Status (Ken Long on behalf of Vittorio Palladino)

Two draft papers had been discussed during the course of the day's meetings. There were weaknesses in both. Wise people would be appointed to oversee their progress. There are also technical papers which should be speeded on their way.

6) Funding Updates

UK (Paul Soler) Current funding was flat cash to end March 2016. The UK OSC had endorsed the final cooling demonstration, and was pleased with progress. Nothing was foreseen to preclude continued funding beyond 2016 under the same assumptions, subject to a proposal for continuation being submitted.

US DoE (Alan Bross) There is a ramp-down of funding for MICE plus MAP. The MICE budget is OK for next year for RF and PRY extension. Steel can now be ordered.

INFN (Maurizio Bonesini) An application had been submitted for funding from 2015 to 2017. The committee acknowledged the down-sizing and final date arising from the US review. EU funding had also been applied for.

Switzerland (Alain Blondel) Support amounts to 1 student and the present Post Docs, and should be maintained for the next 3 years.

NSF (Dan Kaplan) Another proposal had been submitted, for a further 3 years' funding.

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