

**MICE collaboration board meeting**  
Napa, California, Tuesday 25 February 2014

1. Presence and proxys
2. Actions and minutes from previous collaboration board meeting.
3. Matters arising and Adoption of agenda
4. Spokesperson's remarks & Executive Board report – Ken Long (20 min)
  - Collaboration organigram(s)
  - proposal for the review of the MICE constitution
5. Project Manager's report - Preece (10 min)
6. Shifts for data taking and MOM policy - Blondel/Boyd (15 min)
7. Publication policy (Soler)
8. UK approval/funding update - Soler (10 min)
9. Other funding updates (5 min)
  - o INFN - Bonesini
  - o Switzerland - Blondel
  - o US DOE (MAP) - Palmer
  - o US NSF - Hanson/Kaplan
10. Common fund report –Stefania (5 min)
11. [Future CM dates](#) (5 min)
12. CM39
13. CM40 proposal - Domizia
14. AoB

**1. Presence and proxys:**

Note that Young Kee Kim (U of Chicago), Frank Filthaut (NIKHEF) have requested to leave the collaboration.

ACTION : Paul Soler to sort out Cockroft/DL

<b>Ex Officio</b>					Present/proxy
					y
Spokesperson		Ken Long			X
Deputy spoke		Alan Bross			X
Project Manager		Roy Preece			X
CB Chair		Alain Blondel			X
<b>Institute representatives</b>					
Country	Institute	CB member	Proxy	Present	
Bulgaria	Sofia	Tsenov	Soler	X	
CERN	CERN	Garoby		-	
China	Harbin	Xheng		-	
Italy	Milano	Bonesini		-	
					Out?

	Napoli	Palladino		-	
	Roma	Tortora	Soler	X	Change to Orestano
	Pavia	Cecchet		-	Change to di Bari?
Japan	KEK	Ishimoto		-	
	Kyoto	Mori		-	Out?
	Osaka	Kuno		-	
Netherlands	NIKHEF	Filthaut		-	Quit
Switzerland	Geneva	Karadzhov		-	
UK	Brunel	Kyberd	Nebrensky	X	
	Cockroft	?		-	Out?
	DL	Moss		-	
	Imperial	Pasternak		X	Not on mailing list
	Liverpool	Gamet		-	
	Oxford	Cobb		X	
	Glasgow	Soler		X	
	RAL	Rogers		X	
	Sheffield	Booth	Smith	X	
	Strathclyde	Ronald	Speirs	X	
	Warwick	Boyd		X	
USA	BNL	Witte		X	
	JLAB	?		-	?
	LBNL	Li	Virostek	X	
	Fermilab	Popovic		X	
	IIT	Kaplan		X	
	Mississippi	Summers	Cremaldi	X	
	Iowa	Onel		-	?
	New Hampshire	Bravar	Kaplan	X	
	UofChicago	Y.K.Kim			Quit
	UC Riverside	Hanson		-	

## 2. Actions and minutes from previous collaboration board meeting

- Agreed to adopt the minutes
- Rogers co-opted as secretary

## 3. Matters arising and Adoption of agenda

- Agenda adopted

## 4. Spokesperson's remarks & Executive Board report – Ken Long (20 min)

- Collaboration organigram(s)
- proposal for the review of the MICE constitution

- Rogers notes controls and monitoring is likely to be on critical path for commissioning of magnets in November
- Proposal to add Operations Manager report as a standing item to CB – chair did not voice significant objections
- Motion to cover the cost of filming Bob Palmer's talks at CM37 - approx £1500; exceptional cost not to be repeated, motion passed to cover the cost of filming
- Discussion of field off run – motion passed to postpone decision on field off run to 31<sup>st</sup> March

#### **5. Project Manager's report - Preece (10 min)**

- Steve Virostek notes that 15 quenches on SS will require 6000-7000L of lHe
- Discussion of methods to manage lHe delivery
- Suggest first draft plan for magnet commissioning available for late April
- Noted request for ~ £150,000 one off cost for lHe and £360,000 per annum for operations team

#### **6. Shifts for data taking and MOM policy - Blondel/Boyd (15 min)**

- Discussion of assigning a shift quota to BLOC, note taken but general consensus that the system expert on-call should not get a shift quota
- Shifts that are cancelled can still count for credit
- Shift assignment is at discretion of Operations Manager

#### **7. Publication policy (Soler)**

- Rogers notes that comment for computing manager approval should be included
- Item 1. Wording needs to be cleaned up “This policy only...”
- Item 4. MICE Analysis Note should be MICE Note
- Item 4. Analysis should be presented at a MICE Collaboration Meeting
- Item 3-7. Considerable discussion – who can kill the paper? What happens in dispute? Editorial Board recommends to spokesperson c/o Executive Board? Or Editorial board has final say?
- Item 7-9. Note that the push to collaboration loop has historically gone through more than two iterations

#### **8. UK approval/funding update - Soler (10 min)**

- Unchanged, funding request in 2015 for an extension of MICE money

#### **9. Other funding updates (5 min)**

- o **INFN – Bonesini**
  - Soler reports on ETN proposal, aim to fund 15 PhD studentships, Bonesini PI; Ricciardi Deputy
- o **Switzerland – Blondel**
  - Risk to studentship on MICE, wait and see
- o **US DOE (MAP) – Palmer**
  - Increase of funding, fell short on DOE forecast
  - HEPAP subpanel to review accelerator R&D
- o **US NSF – Hanson/Kaplan**

- Status unchanged, awaiting reaction to proposal
- o **UK**

10. **Common fund report –Stefania (5 min)**

- No report, to be sent offline

11. **Future CM dates (5 min) :**

CM39: At RAL: week of the 24Jun—28Jun KL

- Agreed: start on Sunday morning, finish on Wednesday lunchtime

CM40: at Roma3, proposal by Domizia. From doodle: 26-29 October

CM41: 09th to 13th February 2015

CM42: 22nd to 26th June 2015

CM43: 05th to 09th October 2015

ii. 2016

CM44: 15th to 19th February 2016

CM45: 20th to 24th June 2016

CM46: 03rd to 07th October 2016

12. **AoB**