

Minutes of the MICE Collaboration Board held on 10th February 2015 at RAL

Present

CB Chair – A. Blondel

Spokesman – K. Long

Deputy – A. Bross

Project Manager – R. Preece

1) Minutes of the Last Meeting

The minutes of the meeting held on 28th October 2014 were approved. There were no matters arising.

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

The EB had met four times since the last Collaboration Meeting. Preparation was made for the RLSR/MPB Review in November, when the re-baselining of the experiment was approved. On the personnel side, Paul Smith had resigned as On-line Coordinator, as had David Adey from his role in Tracker software. Both were thanked for their major contributions to their experiment. The Collaboration Board endorsed Yordan Karadzhov as replacement On-line Coordinator; help from the CB to find a replacement for the Tracker work would be welcomed.

There had been huge progress in installation and commissioning, on both sides of the Atlantic. To work efficiently, it is essential that tasks are properly scheduled using the job-card system. The mock data run had highlighted the need for more MICE personnel, especially "seniors", to be present at RAL. Shifter sign-up is good, but not complete. A discussion of the implications of 24/7 running followed. C. Rogers will organise a meeting in March to coordinate a run plan.

All four members of the Constitution Review panel had agreed to serve, led by Prof. John Dainton, who is meeting senior RAL management.

Future collaboration meetings were listed as:

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

3) Project Manager's Report (Roy Preece)

The very intensive installation schedule was presented. Many mechanical and electrical installation teams are at work, and during the PRY installation long working days will be employed. It is essential that all work is booked in through the job card system, using an application available from web browsers.

4) Preparations for Data Taking (Steve Boyd)

The staggered shifty system for 24-hour running was presented. Shifters must sign up for blocks of five shifts. So far, 68 people have signed up using CHEESE, 62 of whom are eligible to do shifts. Numbers of shifts will be allocated to institutes, and the allocations must be met in full, with individuals doing at least half of their personal allocation. 24/7 running should be feasible if everyone meets their shift obligations.

5) Request from Belgrade to join MICE (Dimitrije Maletic)

The Institute of Physics at the University of Belgrade was described, with information about its current research experience and expertise. A team of two senior research associates, one research associate and 2 PhD students would join MICE, working on software development, Monte Carlo and on-line/off-line analysis. The proposal to join the collaboration was accepted unanimously.

6) Request from IHEP/Sichuan to join MICE (Jingju Tang)

Current Chinese involvement in neutrino physics was presented, with emphasis on the MOMENT experiment which utilises a decaying muon beam. Two professors and one PhD student (from IHEP and Sichuan University) would join MICE, participating in beam modelling, data analysis and taking shifts, with the possibility of more personnel in the future. The proposal to join the collaboration was accepted unanimously.

7) Common Fund Report (Paul Soler for Stefania Ricciardi)

The current year's MICE census had now been finalised. The levy will again be £3k per PhD-holder. Bulgaria's in-kind contribution needs defining, and payment had not yet been received from the DoE. Japan had been re-invoiced for 2013-4 in two halves, and no invoice had been issued for 2014-5 yet. Expenditure to end December 2014 was £57.5k.

8) Funding Updates

UK Discussions are in progress with STFC. There will be a cost-to-completion review in the autumn, with a request to fund to 2019.

US DoE

US NSF The only funding is the close-out settlement for Riverside.

INFN MICE was approved as a Gr V experiment in 2014, and funding will continue at a comparable level with today for three years.

Switzerland The current posts will continue.

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