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## MICE Executive Board

11<sup>th</sup> March 2016

Phone details: <http://mice.iit.edu/phonebridge.html>

### RAL MICE meeting room in R1

**Present:** KL, CW, RT, VP, ABr, DR, DK, ZB, CR, JC, PS, MB, CB

**Apologies:** MP, SB

### Notes

#### 1. Introduction: KL

- Preparations for next meeting are underway. KL travelled to Korea at the end of February. Two groups have expressed interest in joining MICE. KL encouraged the groups to make funding bids. Notes report, endorsed by ICFA, that MICE should be completed and a follow-on programme should be carried out.

#### 2. Minutes and actions: All

- **Notes accepted.**
- **CW:** Organise an appropriate magnet-system operational readiness review exercise
  - o A plan for installation of QPS/QD system in the hall is in place. Written description of the SSs will be prepared when US colleagues arrive. Emergency stops will be discussed and agreed. The timetable for the focus coil will be 3 weeks to get FC up and running; 1 week before cool down starts; 3 weeks additionally to cool down the magnet. CW will draft the Terms of Reference for the review.
- o **Stands**
- **PS:** Clarify the status of the invoicing for the 2015 levy of the Common Fund.
  - o **Closed**
- **DR, CR, CW:** agree a mechanism by which material budget is signed off for reconstruction, analysis and simulation
  - o MOM will log conditions in the elog then software group will feed them into the geometry
  - o **Closed**
- **KL:** initiate organisation of paperwork for upcoming reviews as soon as possible.
  - o **Closed.** Preparation for reviews is an agenda item.
- **CW, PS:** Make proposal for use of Common Fund for 2015/2016 to be used to disburse liquid Helium used in commissioning
  - o Discussed during the common fund sections
  - o **Closed**
- **CW, PS:** Consider cost to common fund of use of cryogenics for commissioning

in the future and consider whether an increase in the Common Fund levy is required.

- Discussed during the common fund sections
- **Closed**
- **KL:** Liaise with CB to generate revised collaboration list for the MICE www site
  - All institutes apart from Imperial College have replied; a new list has been generated
  - **Stands**
- **ABl:** Prompt CB et al to deliver revision to the constitution by 10Mar16
  - Revision has been delivered for vote at next full CB meeting
  - **Closed**
- 3. **Project Managers report: CW**
  - See slides
  - Bross noted that modelling performed by H. Witte indicates that poor training performance arises due to incorrect tensioning of the superconductor cable winding. Update will be given at MAP meeting on Friday 18<sup>th</sup> March
  - MICE production RF module was fully tested at MICE B-fields and voltages; X-ray radiation level has increased by 10-100 times since previous test; suspect issue with ionisation chamber system.
- 4. **Operations Coordinator's report: SB**
  - See notes
- 5. **Paper status and Physics Coordinator's report: CR**
  - See notes.
  - MARS15 analysis of the pion production on Ti target ongoing; estimate 25 % accuracy (Mokhov); PS claims agreement at ~50%
- 6. **S/w&C issues: DR**
  - See notes.
  - Discussion of available GRID nodes; Imperial, Glasgow, Brunel, Belgrade
- 7. **Preparation for next wave of reviews: KL, CW, PS**
  - MPB/RLSR agenda has been discussed; very proscriptive in sessions. KL described the session agenda.
  - Some discussion of machine activation. ZB notes LARP (Lowest achievable radiation for personnel) and basis for machine activation. KL reminds us of the recent measurements of activation made late summer 2015
  - **Action KL** to post technical note on machine activation and post as a MICE note
- 8. **Review of Constitution: CB**
  - Another revision of the document has been made making the document more consistent and removing redundancy.
  - Will be presented to EB and CB for formal approval.
- 9. **Common Fund: PS**

- See slides.
- Discussion of implications for costing to different collaboration members.

**10. Speakers Bureau: VP**

- 3 abstracts have been submitted to Neutrino 2016
- ICHEP – some email discussion of abstracts
- NAPAC – is not open yet

**11. Next Collaboration meetings**

- **CM44 30, 31 March and 01 April 2016**
- 2016:
  - CM45 Summery June 2016
  - CM46 03-07 October 2016
- 2017:
  - CM47 13<sup>th</sup> to 15<sup>th</sup> February 2017
  - CM48 26<sup>th</sup> to 28<sup>th</sup> June 2017
  - CM49 2<sup>nd</sup> to 4<sup>th</sup> October 2017

**12. DONMs:**

- 1<sup>st</sup> April 2016 13:30 BST

**13. AoB**

- None.

**Summary of actions:**

- **CW:** Organise an appropriate magnet-system operational readiness review exercise
- **KL:** Liaise with CB to generate revised collaboration list for the MICE www site.
- **KL:** post technical note on machine activation as a MICE note following activation run from 2015.
- **KL:** Respond to VP on the future conference contributions.