

## MICE Executive Board

8<sup>th</sup> December 2017; 15:00 GMT

**Present:** Alan Bross, Chris Booth, Durga Rajaram, Chris Rogers, Steve Boyd, Ken Long, Colin Whyte

**Apologies:** Dan Kaplan, Mark Palmer, Vittorio Palladino, Peter Garbinicius, Roumen Tsenov

### Notes

#### 1. Introduction: KL

- Running is going well.

#### 2. Minutes and Actions

1. **CW:** Define a plan for recovery of SSU cryogenic situation.
  - **Done**
2. **CW:** Discuss and propose a revised magnet ramp procedure (to speed up magnet ramp turnaround)
  - **Done**
3. **CR/KL:** Draft abstracts for IPAC
  - **Done**
4. **CB/KL:** Nominate speakers for upcoming conferences
  - **Stands**

#### 3. Project Manager Report: CW

- See slides
- KL notes that g-2 colleagues have not responded with regards proposed wedge plan.

#### 4. Physics Coordinator's Report: CR

- See VC report;
- Emittance evolution; Detector momentum reconstruction consistency demonstrated at 1 % dp/p level; limited now by detector reconstruction. Going forwards to look at MC.
- Emittance measurement paper has revised MICE note; referees meeting in mid-January
- Scattering paper; JN has been validating IH2 data.
- A list of jobs the analysts would like done during decommissioning has been distributed to analysts for comment; will then loop through CW et al for discussion.
- Analysis workshops for 2018 are being planned
- KL: notes that cuts should be standardised

## 5. Decommissioning: KL, All

- CW and KL requested by PPD to record formally what their liabilities are in the MICE hall; what are the relevant safety issues; ISIS are likely to ask for a sign-off sheet so that experts can sign-off equipment is safe. Part of the issue is to sign-off what can be done with the equipment; require no-one takes anything away until June. Response to PPD needed by early January. **CB:** Being realistic it will be challenging to take more data if there are any problems.

## 6. Common Fund: PS

- No update
- CW notes that there may be outstanding payments

## 7. Speakers Bureau: VP

- No update
- Abstracts for IPAC are in. CB and KL should ensure that appropriate staff get priority e.g. MOMs.

## 8. Next Collaboration Meetings:

- 2018:
  - “MICE week” 26 Feb – 28 Feb papers; 1-2 March plenary
  - **Action (CR/KL):** Arrange preliminary agenda
  - Week of: 25 June – 29 June
  - Week of: 8 Oct – 12 Oct
- **Action (DR):** List the CM50 on mice.iit.edu

## 9. Date of Next Meetings

- 12<sup>th</sup> January

## 11. AoB

- None

## 12. Summary of Actions

1. **CB/KL:** Nominate speakers for upcoming conferences
  - **Stands**
2. **DR:** List CM50 on the mice.iit.edu website
3. **CR/KL:** Preliminary CM50 agenda