

MICE Executive Board

12th January 2018; 15:00 GMT

Present: Ken Long, Chris Booth, Durga Rajaram, Chris Rogers, Colin Whyte, John Cobb, Steve Boyd, Dan Kaplan, Mark Palmer

Apologies: Vittorio Palladino, Peter Garbinicius, Roumen Tsenov, Alan Bross, Paul Soler

Notes

1. Introduction: KL

- Decommissioning and confirmation that we don't want to take data

2. Minutes and Actions

Notes were accepted

1. CB/KL: Nominate speakers for upcoming conferences

- **Done**

2. DR: List CM50 on the mice.iit.edu website

- **Done**

3. CR/KL: Prepare a preliminary CM50 agenda

- **Stands**

3. Physics Coordinator's Report: CR

- The slides from VC were rehearsed.
- KL: Field survey, not field mapping. JHC: do not underestimate the amount of work involved. CW: it is hard to fit required work in the time scale.
- KL: emphasised corporate plotting style

4. Software and Computing Report: DR,

- See notes
- KL: notes some systematics stuff can be done with reweighting
- DR, HNebr and PFranch have been working on decommissioning plan for software. Action (DR) will formalise to a document
- Rolling reviews: feel like scifi is okay. KL doesn't feel comfortable with the TOF issues. DR: need to tie up the

calibration; fix data-MC discrepancy; propose regular TOF review meetings.

- Emittance paper: note there is some discussion going around

5. Project manager report incl. decommissioning: CW

- See slides
- CR: Would like to add a survey of the apertures. CW: talk to Tony once the shutdown finishes.
- CW notes that CM50 will be a good time to clear R9
- Formal decommissioning plan to present to ISIS/MICE safety end Jan; formal plan to return the equipment; insufficient UK budget to ship things.

6. Common Fund: PS

- PS reports by email – UNIST invoice is being reissued for current Korean financial year

7. Speakers Bureau: VP

- Tanaz has been invited to SLAC
- Should we try for Moriond?

8. Next Collaboration Meetings:

- 2018:
 - “MICE week” 26 Feb – 28 Feb papers; 1-2 March plenary
 - Week of: 25 June – 29 June
 - Week of: 8 Oct – 12 Oct
- Action KL: propose future CM locations at next EB

9. Date of Next Meetings

- 9th February

11. AoB

- None

12. Summary of Actions

- 1. CR/KL:** Preliminary CM50 agenda
- 2. DR:** propose plan for computing, software and data resources during and after experimental decommissioning
- 3. KL:** propose future CM locations
- 4. DR:** Instigate regular TOF “rolling review”
- 5. CW:** ensure appropriate aperture survey is added to the decommissioning survey plan