

Draft Minutes of the MICE Collaboration Board held on 21st October 2008 at the Rutherford-Appleton Laboratory

Present

CB Chair – K Long	Iowa – L. C. Cremaldi
Spokesman – A. Blondel	LBNL – D. Li
Deputy – M. Zisman	Liverpool – R. Gamet
Brunel – P. Kyberd	Mississippi – D. Summers
DPNC, Geneva – J-S. Graulich	Muons Inc. – T. Roberts
ICST Harbin – Li Wang	Oxford – W. Lau
Illinois Inst. Tech. – D. Kaplan	Riverside – G. Hanson
Imperial College – M. Apollonio	Sheffield – C. Booth
INFN Milano – M. Bonesini	Sofia – R. Tsenov
INFN Napoli – V. Palladino	Warwick – S. Boyd
INFN Pavia – G. Cecchet (phone)	

1) Approval of Minutes of 6th June 2008

The minutes of the previous meeting were approved.

2) Address and Discussion with Andrew Taylor, representative of STFC Directorate

Andrew Taylor said that he was here to listen to our concerns, and invited our questions.

The issue of a replacement for K. Tilley, who had been an ISIS collaborator and had contributed to good relations with ISIS, was raised. A. Taylor said that ISIS was not a research establishment, and we should seek this expertise via ASTeC. While ISIS works with us at an operational level, formal connections with STFC/RAL should be via PPD or ASTeC.

In response to a question on the upgrade of the substation for MICE RF from 4 to 8 MW (£600K) we were told that the effects of the current banking crisis were trickling down, and it was not clear if operational money was currently available. The increased power would be required in summer 2010, but the work requires about 2 years. We were told that the infrastructure budget was very limited, and asked if an upgrade at a lower level might be acceptable.

Staging space for assembly is required. A. Taylor said that this should be possible in Hall 3 or elsewhere, and would be considered when he got exact specifications.

The shortage of protons on target by a factor ~500 was raised. We were told ISIS had to be cautious, but was “on our side”!

In response to a question about lack of rooms in Ridgeway, we were told that another 60 rooms were under construction (time scale ~2 years) and another 60 planned.

To a question about car rental, we were told that good deals were available via the lab., and that he would pass on information.

3) Proposal from University of Warwick to join MICE Collaboration (Steve Boyd)

Steve Boyd presented an overview of the Physics Department and Experimental Particle Physics Group at Warwick University. It was proposed that 2 academics (Prof. P. Harrison & Dr. S. Boyd), 1 research fellow (Dr. J. Back) and a postgraduate student (D. Adey) would join MICE. Their expertise and proposed contributions (in the areas of simulation and analysis software) were presented. J. Back & D. Adey were already making contributions through work with C. Rogers; D. Adey would be available to spend extended periods on the RAL site, working on construction, and all would take shifts. After a brief discussion their proposal was approved unanimously and the group was welcomed to the collaboration.

4) Proposal from University of Pavia to join MICE Collaboration (Giorgio Cecchet)

G. Cecchet and A. DeBari have already been making contributions to MICE working with M. Bonesini on fine-mesh photomultipliers, ToF0 & 1 construction & installation and the Frascati test-beam. It was hoped others could join, working on ToF2 and electronics, if funding was available. They would be prepared to work at RAL on future installation and data taking. (Given the limited travel funds, these would be spent on installation rather than attending meetings.)

It was recognised Pavia's contribution had already been significant, and formally joining MICE would regularise the situation. Concern was expressed about Common Fund contributions, but the situation for Pavia is no different from the other Italian groups. The application was approved unanimously, and the group welcomed.

5) Spokesman's Remarks (Alain Blondel)

Great progress had been made, using the beam-line to take measurements. The availability of ToF1 means we should be able to measure emittance in December. The importance of the involvement of RAL staff in accelerator physics aspects was stressed.

A long list of this year's MOMs was shown. They had been very successful, though it was best if MOMs remained at RAL for a minimum of 4 weeks, and aspects of the handovers could be improved. Volunteers are needed for 2009, and this provides an opportunity for young postdocs to make a valuable contribution. More people are needed to man shifts – the aim should be 3 shifts per day with 2 people per shift.

Funding issues were discussed. Italian funding was a concern – the small amount allocated over 3 years (April '09 to March '12) was not only for MICE. UK Phase II funding was only approved to step V, and this was already having an impact on the US, in the planning for provision of the second RFCC module.

After discussion, it was agreed that the Spokesman would send a letter to the Project Board spelling out the problems. Infrastructure for Phase V has not been formalised, and there was a need to match UK spending to the ability of overseas contributors to provide hardware. (A. Nichols was working on this.)

6) Common Fund (Ken Long)

The tally of CF contributors is available from the CB page on the web. Invoices had been sent out, apart from to groups that will make contribution in kind: Harbin, INFN, Mississippi & Iowa. UCLA had not yet received an invoice – K. Long will contact D. Cline. A list of equipment was being drawn up, which might be provided as in-kind contributions. Not many CF payments had yet been received. The spending of the CF will be discussed at the next meeting.

7) Speakers' Bureau Report (Vittorio Palladino)

This will be circulated by e-mail.

8) Collaboration Meeting 23 in Harbin (Wang Li)

Arrangements for the meeting were presented. A web site will soon be available giving further details. Room bookings must be confirmed before 15th December. Day-time temperatures will be between -10 and -20°C, so warm clothes should be worn!!

9) Future Collaboration Meetings

13 th – 17 th January 2009	Harbin
May/June 2009	Rutherford Laboratory (dates to be proposed at Harbin)
Sep/Oct 2009	LBNL (dates to be proposed at Harbin)

CNB 28th November 2008