Minutes of the MICE Collaboration Board held on 27th June 2005 in Frascati

Present

CB Chair – D. Kaplan
Spokesman – A. Blondel
Deputy –M Zisman
Technical Coordinator – P. Drumm
FNAL – S. Geer
Glasgow – P. Soler
Illinois Inst. Tech. –Y. Torun
Imperial College London –K. Long
INFN Napoli – V. Palladino
INFN Roma III – L. Tortora
INFN Trieste – G. Giannini
KEK – K. Yoshimura
Louvain – G. Grégoire
LBNL – D. Li
Liverpool – R. Gamet
NIKHEF – F. Filthaut
New Hampshire – U. Bravar
Northern Illinois – M.A. Cummings
Osaka – Y. Kuno
Oxford – J. Cobb
RAL – T. Bradshaw
Sheffield – C. Booth
UC Riverside – G. Hanson

Guest
Sofia – R. Tsenov

1) Approval of Minutes of 11th February 2005

The minutes of the previous meeting were approved.

2) Spokesman's Remarks (Alain Blondel)

MICE is now an approved experiment at RAL. We are also Recognised Experiment RE11 at CERN. The formal membership of the collaboration is being reviewed by the CB Chair.

The funding situation is improving, largely thanks to the actions of our US collaborators. Italian groups are about to submit an application for funding for ToF and PID detectors. Louvain's application for funds for Cherenkov II was refused.

Executive Board meetings have been taking place once per month, and action and decision items will be publicised to the CB via the web.

Two posts were proposed within the MICE organisation. Y. Torun was proposed as convenor of the Analysis Forum, and the tasks of this forum were defined. It is to report to the Executive Board. M. Ellis was proposed as Software/Analysis Tool leader, with responsibility for simulation, reconstruction, particle id, emittance calculations etc, to report to Analysis Meetings and the Technical Board. Their mandate is for 1 year, renewable. Both appointments were approved *nem con*. Forum video conferences should occur every two weeks.

The creation of an Editorial Board, as foreseen in the constitution, was proposed, with D. Kaplan as chair. Ex officio posts will be the Spokesperson, Deputy SP, Speakers' Bureau Chair and Project Manager. Nominations for three other places were Gh. Gregoire, J. Cobb and Y. Kuno. Their office will be 2 years, renewable. The EB will approve both collaboration publications, including conference papers, and limited publications (e.g. on the construction or performance of a sub-detector). MICE papers should be posted on the web, subject to potential copyright problems being resolved. This proposal was also approved without objections. Members of the collaboration were reminded to document their work with MICE notes.

3) Technical Coordinator's Report (Paul Drumm)

A number of issues were highlighted. We need a DAQ and Controls Forum, to promote discussion between instrumentation, detector and machine experts. Particle identification detectors will need a year to build once full funding is identified, and a

transition from R&D to construction must be achieved: the upstream Cherenkov appears to be rather late; the downstream Cherenkov funding is uncertain; the ToF faces funding and rate questions, and funding for the muon calorimeter is also uncertain. There may be a delay in the construction of the tracker solenoid, again as a result of funding uncertainties. An optimistic scenario sees delivery in October 2007 which is ok, but there could be a delay to the following spring – we may need to look for a fall-back solution such as using the KEK magnet. A decision will need to be made in about 6 months.

4) Muon Collaboration Funding Plan for MICE (Mike Zisman)

MCOG requested 5-year R&D plans, for both a "realistic, flat-funding" scenario and an "optimistic" plan with direct funding to the Neutrino Factory and Muon Collider Collaboration (formerly Muon Collaboration) doubled. This will then form part of a HEPAP review of the DoE advanced accelerator R&D programme. The submission requests $5-6M hardware costs, plus some operating funds, to provide 2 spectrometer solenoids, one RFCC module, a Cherenkov detector, a contribution to the tracker and absorber windows. It is hoped that additional NSF support will be forthcoming via the Major Research Instrumentation proposal, of up to $2M. The funds available for MICE via the Muon Collaboration should ramp up as other MuCool activities end, with a profile depending on the overall funding level. There are no contingencies in the funding proposal, so if these are required additional delay will be incurred. In the "baseline" scenario, the delay between production of first and second solenoids may be an issue.

5) Application by Sofia Group to join MICE

R. Tsenov presented his group's wish to join MICE. The group consists of 3 professors and 4 research students, and has experience in a number of areas of high energy physics. They have applied for 50K Sw. Fr. through SCOPES, for scientific cooperation between Eastern Europe and Switzerland, and should hear the result in August. There is a small possibility of additional national funds. They are interested in slow control, the upstream Cherenkov and analysis software. After a brief discussion, the group was welcomed into the collaboration!

6) Date & Location of Next Collaboration Meeting

This will be held between 21st and 24th October, at RAL. Rooms will be available in Cosener's house, though very few before the Friday. It is planned to have plenary sessions only.

CNB 29th July 2005