

2005/04/05

To: Distribution
From: N.Toge
Subject: Minutes of the LC Leaders Meeting at KEK

Date: Monday, April 4, 2005

Time: 10:00 – 10:45

Place: KEK Bldg 3, 4F, Meeting Room

Attended: F.Takasaki, Y.Kamiya, K.Yokoya, N.Toge, H.Hayano, M.Kuriki, T.Sanuki (via video link), T.Tauchi, K.Kubo, K.Saito, N.Terunuma, K.Tsuchiya, S.Fukuda, K.Hosoyama

1. Meeting Schedule

- Regular LC Leaders' meetings in April and June will be held every Monday 10:30 AM at 4F meeting room of KEK Bldg 3.
 - An exception is next week, April 11. The meeting then will be at the 7F meeting room of KEK Bldg 3.
- The next LC All-Hands Meeting at KEK will be held as follows -
 - 9AM, Tuesday, April 12 at KEK Bldg 3 Seminar Hall.

2. WG Status

- WG3: Inter-regional video meetings are scheduled as follows:
 - Asia-US: April 27, 08:00 JST
 - Asia-Europe: April 21, 16:00 JST
- WG4: Some members will visit SLAC near the end of April for packing the laser fringe monitor for use at ATF2. A discussion ensued as to the suitable number of members to travel for this purpose.
- WG5: An LL cavity in the week of March 26 recorded the field gradient of 40.5MV/m. Work is under way for redoing vacuum backing and/or EP for improving the performance.

3. TESLA Technology Collaboration Meeting

- K.Yokoya and H.Hayano attended the meeting which was held at DESY from March 30 through April 1. Check up the following URIs:
 - <https://ilcsupport.desy.de/cdsagenda/fullAgenda.php?ida=a053#2005-04-01>
 - <https://ilcsupport.desy.de/cdsagenda/fullAgenda.php?ida=a053&stylesheet=standard&dl=&dd=>
- The trip report is being drafted by Yokoya and Hayano. Yokoya's preliminary summary follows:
 - In his opening remark A.Wagner reported that the former "TESLA collaboration" is now re-launched as "TESLA Technology Collaboration". Wagner circulated the draft of the new MoU.
 - Wagner reported that the "European Industry Forum" is being formed (with 60 member companies, so far signed up), somewhat following the example of the "LC Forum" in Japan.
 - Wagner also summarized the statements by B.Barish, the GDE director appointee, from the LCWS05 at SLAC in the week before.

1. The primary mission of GDE in the coming few years is to establish a robust ILC design which can be “sold” to the governments.
 2. The design baseline has to be established at Snowmass in Aug. 2005, and its description, “Baseline Configuration Document” (BCD) has to be completed by the end of 2005.
 3. A CDR, including the cost estimates, with studies specifically associated with selected site examples (likely one from each of the three regions) is to be completed by the end of 2006.
 4. “Change Control Board”, to be placed under GDE, will be responsible for tracking the development and design revisions after BCD.
 5. GDE needs “cost experts” (one from each of the three regions) to be its member.
- Yokoya remarked that, in addition, he heard the following from Barish directly:
 1. A similar job flow (BCD in 2005, CDR in 2006) is to be imposed on ILC detector development.
 2. The timescale for the completion of TDR is less clear – likely 2008 or later.
 - At the DESY meeting, Yokoya expressed KEK’s wish to join the TESLA tech collaboration. T.Raubenheimer expressed the same for SLAC.
 - H.Weise reported on the TTF status. Three regional reports were given by H.Hayano, C.Pagani and H.Padamsee.
 - The MoU for the TESLA tech collaboration was discussed. Some open issues remain concerning:
 - The charge of the collaboration board.
 - Intellectual property issues with respect to the industries, etc.
 - Post-withdrawal treatment of ex-members with regards to intellectual property issues.

4. Working Group Coordination Committee (WGCC)

- During the time of the TESLA collaboration meeting at DESY, Yokoya participated in the WGCC meeting with T.Raubenheimer (SLAC) and N.Waker (KEK). They were later joined by B.Barish.
- The week 1 of Snowmass will be a workshop which is wide-open in ways similar to the KEK ILC workshop in November, 2004. The task then is to determine the baseline configuration (some of its aspects may have to remain open).
- The week 2 will be devoted to in-depth expert discussions, led by the conveners. The group has to determine the BCD outlines and specific action plans for document writing, or to start writing BCD. The membership for work in the week 2 needs to be determined towards late April (i.e. by around the time of the first WG conveners’ video conference, scheduled on April 27, 2200JST).
- A monthly conveners video conference will be held.

5. Yokoya’s Discussion with B.Barish at DESY

- Yokoya reported that Barish will visit Japan in late June for conferences and that he intends to visit KEK then.
- Yokoya relayed the following remarks/requests from Barish:
 - The Asian Regional Team should nominate the Regional Director and members for GDE (5-10 people), in addition to a cost expert.

- An Asian example site should be identified for CDR towards the end of 2005. It does not have to be specifically cited by its name, but the details of terrain and geological conditions should be made available for “as-realistic-as-possible” cost studies.

6. Other Reports from Yokoya

- US is in the process of nominating its Regional Director. An open call by APS has been made for prospective candidates (deadline is April 15).
- Some observations on US budget situation and development.

7. Comments by F.Takasaki

- Some details of the wording of the MoU for the TESLA technology collaboration meeting are still in the works. They are not yet completely frozen.
- The allocation for the travel budget under the Japan-US program is pending submittal of group requests (deadline: April 6) and a review + discussion to follow.
- The MoU for ATF/ATF2, which is presently in drafting, may be something to be signed on by director-level people, following the example of TESLA technology collab MoU.

**Next meeting: April 11, 10:30AM at KEK Bldg 3, 7F Meeting Rm; Video-link
is not available, sorry.**