

2005/05/31

To: Distribution
From: M.Kuriki
Subject: Minutes of the LC Leaders Meeting at KEK

Date: Monday, May 30, 2005

Time: 10:00 -

Attended; J.Urakawa, K.Saito, K.Ueno, R.Sugahara, H.Hayano, Y.Morita, N.Terunuma, K.Kubo, T.Tauchi, S.Fukuda, S.Noguchi, MKuriki

1. ATF2 Meeting (J.Urakawa)

A meeting on collaboration at ATF2 was held last Saturday (May 28). The participants included members from Asia, North America and Europe who visited KEK or joined through a TV/phone link. B.Barish participated via a phone link.

Among many other issues the choice beamline layout for ATF2 and its impact on the schedule was discussed. It was found that the "optimum layout" is the majority's preference, because it allows us to shorten the line length, improve the beam diagnostic capability and reduce the construction cost. A downside is that the "optimum layout" calls for a longer construction schedule, leading to the commissioning to start in early 2008. This is because the required floor refurbishment work needs to wait for completion of the crab cavity project, which shares the floor space with ATF2 in the assembly hall building.

Various organizational aspects of the collaboration were also reviewed and discussed. The outcome of this discussion, together with the email feedbacks given by leaders of the prospective collaborating institutes will be incorporated into the revised draft MoU, which is to be circulated soon.

2. Snowmass Conveners Meeting (K.Yokoya)

The WG conveners' video meeting will be held. The tentative schedule is June 8, 22:00 JST.

3. WG Reports

- WG1:
 - ILC Asia meeting (via video) will be held on June 2, 15:00 JST.
- WG3:
 - Negotiation of IPPAK experiment with the KEKB group is continuing. "IPPAK workers" meeting will be held on May 30, 11:00 at KEK 3-7F meeting room. The preparation status will be presented during the KEKB meeting the same day, too.
- WG4:
 - The 3rd miniworkshop on the nanoBPM project at ATF will be held through May 31.
- WG5:
 - A vertical testing of the first Ichiro cavity (9-cell LL-type) will be done on coming Wednesday.

4. Discussion

The framework for the collaborative work with members from the world, particularly from Asian nations, was discussed. The values of frequent and tight communications are emphasized. However, the burden of having too many video meetings is also noted. It might be better to rearrange the meetings into “main linacs” and “other parts”. Morita pointed out in the recent past colleagues from Europe, centered around DESY, has proposed for deploying common tools for effective sharing of information and knowledge.

**Next meeting: June 6, 10:00AM at KEK Bldg 3, 7F Meeting Rm; Video-link
will be available.**