

2005/07/05

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

Date: Monday, July 4, 2005

Time: 10:05 – 10:45

Place: KEK Bldg 3, 7F, Meeting Room

Attended: K. Yokoya, K. Ueno, K. Saito, M. Kuriki, H. Hayano, T. Tauchi, S. Fukuda, F. Takasaki, N. Terunuma, Y. Morita, S. Yamashita, K. Tsuchiya, K. Kubo, S. Noguchi, N. Toge

1. Meeting Reports

Yokoya reviewed the following past meetings and discussions.

- BDIR Workshop (June 20 – 23, Royal Holloway, UK)
 - Workshop information is available at: <http://www.pp.rhul.ac.uk/workshop/>.
 - It was announced that Brian Foster is appointed the European Regional GDE Director. See <http://www.interactions.org/cms/?pid=1020584> for details. N. Walker (DESY) and J.-P. Delahaye will serve as the deputies.
 - Significant progress has been made on preparation of the Part-I of ATF2 report. It will be published as a KEK Report (also as a SLAC report). The most up-to-date draft is available at <http://lcdev.kek.jp/ILC-AsiaWG/WG4notes/atf2/proposal/public/>.
- Visit by GDE Director B.Barish (June 27)
 - B.Barish visited KEK on June 27 where he had a series of meetings with the KEK directorate and the ILC-Asia members. He also gave a public seminar. The presentation materials are available at <http://lcdev.kek.jp/GDE/>.
 - On the next day June 28, Barish visited U.Tokyo where he gave another seminar to the academic and industrial audiences.
- Snowmass 2005 Conveners' Video Meeting (June 27)
 - The WG and program organization issues were discussed (more details in a later section). See <http://lcdev.kek.jp/Snowmass2005/Snowmass%20ProgramV2.pdf> and <http://lcdev.kek.jp/Snowmass2005/Notes%20for%20ILC%20WG%20Convenors%20Meeting.pdf> under <http://lcdev.kek.jp/Snowmass2005/> for discussion materials.
 - The next meeting is scheduled for Monday, July 18.
- All-Asia-ILC Video Meeting (June 30)
 - The semi-regular video meeting was held on Wednesday, June 30. Check the following for the presentation materials: <http://lcdev.kek.jp/~kkubo/meeting20050630/>
 - E.-S. Kim of PAL will join GDE as an Asian member.
 - The next meeting is scheduled for Thursday, July 21.

2. Snowmass 2005 Organization Issues

- Yokoya urged the WG conveners to start work on details of the WG discussion organization and scheduling, with close contact with NA and EU counterparts. WGs 2 and 5 seem to accelerate the efforts, in particular.
- S.Holmes was appointed the WS Program Committee Chair.
- The structure of the Work Group organization is as follows:

- WG1 – Beam Dynamics
- WG2 – Main Linac Systems
- WG3a – Beam Sources
- WG3b – Damping Rings
- WG4 – Beam Delivery, Final Focus and Machine-Detector Interface
- WG5 – Main Linac Cavities
- WG6 – Communications
- In addition, the following Global Groups are being formed or being proposed:
 - GG1 – Parameters (established)
 - GG2 – Cost Studies (established)
 - GG3 – Conventional Facilities (established)
 - GG4 – Instrumentation (under discussion)
 - GG5 – Operability, Reliability and Maintainability (under discussion)
 - GG6 – Machine Options, including gamma-gamma, electron-electron and polarized positrons, to be formed as a joint GG from accelerator and physics groups (under discussion).
- The WS schedule is being sorted out. The present draft plan is:
 - Week 1 Monday Plenary: Asian and European talks in addition to NA overviews by eliminating some, which have been previously scheduled. This is a joint session with ALCPG.
 - Week 1 Tuesday – Thursday:
 1. Dedicated to Accelerator discussions, primarily in the form of WGs.
 2. Last session each day will be devoted to GG discussions, where all WG members are expected to redistribute themselves into GGs.
 - Week 1 Wednesday: WG4 will have a joint session with MDI in the afternoon.
 - Week 1 Friday Summary Presentations
 1. GGn summaries are presented in the Physics-Accelerator Joint Plenary.
 2. WGs summaries are presented in the Accelerator-only Plenary.
- The definition of the contents of and tasks for the BCD (Baseline Configuration Document) is starting.

3. WG Status

- WG3 – Kuriki reported that the “IPPAK” experiment (exposure of tungsten target materials to the dumped beam from KEKB) was successfully carried out on June 29-30 as scheduled. The target material will be “cooled” for about a week before inspection.
- WG4 – Urakawa reported that several members from KEK visited PAL in the week before for discussion on collaboration matters of cavity BPMs for ATF2. Three proto-prototype models which have been built at PAL were examined after assembly. The meeting memo is under preparation. The group will proceed with fabrication and assembly of two prototype modules, and possibly more, in JFY2005.
- WG6 – Morita reported on the following three topics.
 - A National Forum on Cooperation among the Industrial, Academic and Administrative Sectors in Japan was held at Kyoto on June 25-26. KEK made a poster presentation there and distributed leaflets introducing the research activities at KEK including ILC.
 - A work group is being formed at KEK towards an ILC web site, targeting the general

public.

- Prototype presentation layouts are being examined for the GDE web site.

4. Announcements

Takasaki made the following announcements.

- An internal review for ILC activities at KEK will be held on July 28. The speakers should submit the presentation materials to the LC office beforehand. <http://lcdev.kek.jp/review.php>
- The Committee members for EPP2010 will be visiting KEK on July 18. Check the following web site: <http://www.kek.jp/kokusai/EPP2010/index.htm>
- S. Kurokawa of KEK was appointed the next ILCSC Chair, succeeding M.Tigner.

**Next meeting: July 11, 10:00AM at KEK Bldg 3, 7F Meeting Rm; Video-link
will be available.**