

2005/07/12

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

Date: Monday, July 11, 2005

Time: 10:05 – 10:42

Place: KEK Bldg 3, 7F, Meeting Room

Attended: K.Tsuchiya, J. Urakawa, K.Kubo, N.Terunuma, Y.Morita, K.Ueno, S.Fukuda, N.Toge

1. General Communication

Toge reviewed the following items.

- EPP2010 visit to KEK
 - The Committee members for EPP2010 will be visiting KEK on Monday, July 18. Check the following web site: <http://www.kek.jp/kokusai/EPP2010/index.htm>.
- Snowmass 2005 Conveners' Video Meeting
 - The next video meeting is scheduled for 10PM JST of Monday, July 18.
- Grant-in-Aid for Scientific Research in Priority Areas (JFY2005)
 - As circulated via email communication from Yokoya, our application under the title of "New Development of Linear Collider Research" for Grant-in-Aid for Scientific Research in Priority Area was turned down. Thus, aside from grant funds that some are individually receiving, the LC budget to share by the entire LC group around KEK in JFY2005 has to be sustained by the KEK internal budget and the Japan-US HEP program.
- KEK ILC Internal Review (July 28)
 - A tentative schedule has been posted at <http://lcdev.kek.jp/review.php>.
 - The communication from the Review Committee Chair K.Satoh has been circulated the last week. In the review presentations, the speakers should address the questions raised by Satoh in addition to reporting on the technical matters.
- Japan-US Accounting Officer at SLAC
 - K.Shibata has been dispatched in late June to SLAC to serve as the new Japan-US Accounting Officer representing KEK. The former accounting officer T.Okugi will return to KEK in early August.

2. WG Status Reports

- WG1
 - Discussions on restructuring the WG1 are under way in accordance with recent development of the WG/GG organization for Snowmass 2005 (Kubo).
- WG2
 - Bidding for the manufacturing contract of the 35MV/m cavities will be opened in mid-July. Bidding for the cryostat systems is scheduled in late August (Tsuchiya).
 - Bidding process is under way for most of the RF source components for STF phase 1. Approximately 90% of the allocated budget has been committed. The remaining part of the budget is for LLRF (Fukuda).
- WG3

- The ATF group will dispatch S.Kuroda and T.Naito to SLAC late July on matters of the epoxy-filled kicker magnets that will be soon tested at SLAC. The kickers are expected to be brought to KEK for use at ATF starting Fall, 2005. The mission of Kuroda and Naito is to review the test performance of the kickers at SLAC, and confirm the steps to follow towards shipping and installation (Terunuma).
- WG4
 - Contractual agreement with PAL over manufacturing of cavity BPMs for use at ATF2 will be finalized within July (Urakawa).
- WG5
 - Discussions on collaboration programs with the FNAL/SMTF group are expected to take place during the time of SRF2005 workshop at Cornell. One of the subjects is on construction of an EP facility at/around FNAL (Ueno).
 - Work is under way for moving forward the studies of manufacturing seamless cavities with Nb-Cu clad tubes (Ueno).
- WG6
 - A mailing list has been set up for core members concerning the Japanese PR efforts on ILC (Morita).
 - The KEK PR office is initiating systematic studies on strengthening its general PR activities. Cooperation and contributions from the LC group will be sought (Morita).
- Conventional Facilities
 - The CF group under Enomoto is preparing an update to “Chapter 5” of the “GLC Roadmap Report” (<http://lcdev.kek.jp/ProjReport/>) that was published in 2003. The goal is to complete a Japanese CF study report which accommodates the SCRF linacs for presentation at Snowmass 2005 (Toge).
- High Energy News
 - The editorial board of High Energy News (Newsletter by JHEPC) is seeking manuscripts detailing the programs and discussions at Snowmass2005. Prospective author candidates will be contacted soon (Urakawa).

3. Discussion

- Budget
 - Q: We note the recent remark by the LC office chair Takasaki implying that some part of the budget will need to be redirected to new activities. We wish to understand more thoroughly the specifics and the background information.
 - A: The additional budget demands have come about due to (1) PR activities that were not initially planned, (2) new contracts to hire experts to aid activities in CF and costing, and (3) others. The LC office is expected to share the background information with the WG leaders as soon as the plans become sufficiently firm.
- Grant-in-Aid
 - Q: Missing the Grant-in-Aid for Scientific Research in Priority Areas is a big disappointment. Some R&D programs proposed under the assumption of the availability of this funding will have a hard time to survive. Any plans and strategies from the LC office?
 - A: We have to re-strategize our approach towards this type of grants. We need to better understand which specific grant-in-aid program is more appropriately matched to each

of our research proposals. It may be adequate to form a taskforce sometime soon after Snowmass2005 with inputs by colleagues from universities.

- C: Under the tight financial constraints with rapid development of domestic/world situation in all fronts, it will be inevitable for us from time to time to reprioritize our research plans. To smooth out such processes, more intense and regular exchanges of information on the status of ALL of our activities are required, in addition to allocating a reserve budget.
- Others
 - C: The opportunities for in-depth information exchanges and discussions between the LC office and WG leaders should be increased. The 30-minute time slot of Monday 10AM is easily filled up with mechanical information transfers of announcement items, and it leaves little room for anything additional.
 - C: Relocating this LC Leaders Meeting to Monday afternoon with a time slot extended up to 1 hour might be a solution. However, this requires negotiation with the ATF group which has a standing meeting at 1PM every Monday. The attendance of the LC Leaders meeting today is too small to decide on this type of matter. A discussion with people who were absent today is obviously necessary.

Next meeting: July 25, 10:00AM at KEK Bldg 3, 7F Meeting Rm; Video-link *will be* available (We skip July 18 since it is a national holiday).