

Asian Regional Team meeting on August 9, 2005

Agenda

- 1: Introduction with some proposals : F. Takasaki
- 2: Korean ILC project team Organization : D.-C. Son
- 3: TIFR view on ILC : A. Gurtu
- 4: Presentations by other institutions
- 5: Discussion

Issues to be discussed

Q1. What is the scope of the GDE-Asia regional team?

The goal is to promote and coordinate Asian contributions to the global ILC activities.

Specifically, it includes accelerator R&Ds, cost reduction, and engineering design, performed in coordination with other regional teams and under the supervision by the central GDE.

- Other scopes?
- How to promote the ILC project in Asia?
- Include detector R&Ds?
- How about the physics study?

Q2. Who will participate?

Q3. Means of communication?

Q4. What is the suitable organizational structure?

Q5. Resources (financial and human)?

Q6. What are the roles and authorities of the regional director?

Q7. Name of this regional activity

etc...

**A draft proposal
for the scope and organizational structure
of the Asian regional GDE team:**

In addition to the accelerator R&Ds, design, cost reduction etc, (the primary mission of the regional GDE), it would be desirable (in fact essential for the Asian team) to include activities of detector R&Ds and physics studies as well.

It would be best to make a multi-lateral MoU among as many participating institutions as possible.

Outreach: ILC project should be advertised, promoted, so that it is well-recognized by people in many areas. We should create an outreach team that will create and maintain a web page for the outreach and produce pamphlets. It is especially important to translate the materials into various languages.

In order to communicate within the regional team, we would like to have a list of contact persons (liasons) for each participating institution. If possible, a pair of contact persons per institution; one senior staff who has authority + one active liason. A web page for communications within the team should be prepared as soon as possible.

It would be desirable that the major institutions (KEK, IHEP, PAL, CAT, CHEP, TIFR) form a “resource board” (see below) for the regional team activities.

The regional GDE director would need a support team that will help execute the director’s missions (see below).

ALCSC should grant appropriate authorities to the regional GDE director.

The director's missions

1. Coordinate accelerator R&Ds, cost reduction and design works in the region.
2. Deal with the funding issues for the above purposes.
3. Prepare resources for R&Ds for the key elements of detector, physics studies, human exchange, etc...
4. Expand outreach and promote the ILC project in the region.
5. Act as the single-point contact to the central GDE.
6. Appoint the members of the director's support team ('secretaries').
7. Define work-packages, and distribute the tasks among participating institutions and individuals.
8. Promote participations in ILC activities in the region.
9. Final authority for making critical decisions, if any.

Resource-board

An executive board for financial and human resources:

the directors of KEK, IHEP, PAL, CAT, CHEP, and TIFR would be appropriate as the members of the board.

(An MoU for cooperation in the GDE activities in Asia is signed by them.)

