

Minutes from the Steering Committee Phone Meeting on February 14th, 2005

Present: Y. Karyotakis, F. Richard, D. Schulte, G. Guignard, D. Angal-Kalinin, G. Blair, E. Elsen, N. Walker, S. Faverot-Spengler, K. Buesser, S. Guiducci
Apology: J. Clarke, F. Willeke

- 1.) Report from Francois Richard on the ICFA/ILCSC Meeting in Vancouver:
 - a. Barry Barish has been asked by ICFA to take over the chair of the GDE for a term of approximately the next three years
 - b. Barry needs a couple of weeks to consider the offer and to negotiate formal conditions
 - c. If he accepts, he plans to ramp up his engagement from 25% to about 80% at the end of this year. He reserves 20% for his continuing work on LIGO
 - d. No central site for the GDE is planned at this time
 - e. 3 regional centres should be installed with possibly different topical emphases: machine aspects, simulations, civil engineering.
- 2.) Report from Eckhard Elsen on his phone conversation with Pasini in Brussels
 - a. We are about 2 weeks behind schedule, this is mostly due to Brussels internal procedures as a stack of 20 proposals has to be processed at once
 - b. The Programme Selection Committee has not been assembled yet; the PSC makes the formal decision to accept the proposals, this is regarded to be a formal step
 - c. Contract drafting is under way
 - d. The Commission will sign the contract end of February
 - e. We will get the contract early March
 - f. Money could flow about 1-2 weeks later
 - g. The consortium agreement is still under development, Eckhards hopes to have a first draft ready in the near future.
- 3.) Status of the Work Packages
 - a. WP8 GANMVL (Eckhard on behalf of F. Willeke):
 - i. The GANMVL working group met at a workshop in Frascati on 10.-12. February which showed to be a very encouraging start of the work.
 - ii. Outline of implementation plan for the first year is ready.
 - iii. Questionnaire to understand the needs of the community is about to be sent out soon.
 - iv. Rest of the work programme seems well prepared.
 - b. WP7 METSTB (Y. Karyotakis):
 - i. Hiring at LAPP is ongoing. About 20 applications have been collected, 3 candidates are invited for interviews
 - ii. A METSTB mini-workshop (1 day meeting) is planned for the near future

- c. WP6: ILPS (D. Schulte):
 - i. Regular phone meetings are held,
 - ii. Good activity is ongoing especially in the tasks PCDL and FMSIM. LAST is a little bit slow in the start, but this is going to be solved.
- d. WP5: DIAG (G. Blair):
 - i. Laserwire positions are announced with deadline end of March
 - ii. DIAG webpage will be updated soon
- e. WP4: PPS:
 - i. no news
- f. WP3: DR (S. Guiducci):
 - i. Wiggle05 workshop at Frascati is under preparation, agendas are filling up with talks
 - ii. No inputs from Daresbury and DESY yet, meetings are planned at Wiggle05
- g. WP2: BDS (D. Angal-Kalinin):
 - i. Collimation meeting at 15th February in Daresbury
 - ii. Extraction line meeting
 - iii. All tasks are doing well

4.) Proposal for EUROTTeV Workshop

- a. Eckhard presented a proposal for a joint BDIR/ELAN/EUROTTeV workshop in the timeslot 20-23 June at RHUL.
 - i. The idea is to use synergy effects and to limit travel
 - ii. Proposal timeline foresees 3 days of parallel sessions plus one day of plenary sessions for report-backs, etc.
 - iii. The EUROTTeV goal for that workshop is to define the work programme and the implementation plan for the next 12 months
 - iv. The proposal is just a draft, it needs to be worked out as soon as the conveners and the programme committee are in place
- b. Grahame points out the educational purpose of the BDIR workshop but reports that the BDIR organisers favour the idea
- c. Francois stressed the special needs for an ELAN plenary with sufficient length. The plans for the ELAN plenary foresee reports on the global developments (plans for the GDE, future plans for ELAN, plans for Snowmass, etc.), reports on past workshops of interest to the ELAN public (e.g. the Large Detector Workshop in Paris, the Wiggle05 workshop, etc.), and reports from the ELAN work packages.
- d. In the following discussion it was strongly suggested to avoid thematical overlap with the EUROTTeV or BDIR plenary.
- e. N. Walker suggested to place the ELAN plenary at the beginning of the workshop and therefore provide a platform for reports on the global developments and reports from past workshops. The EUROTTeV/BDIR plenary would then happen at the end of the workshop and would concentrate on reports from the Work Package sessions.

- f. The Steering Committee agreed on that proposal and suggested to forward it to the Organising Committee which should come over with a detailed time schedule soon.
- g. It was decided to make every effort to combine the three topical workshops (ELAN, BDIR and EUROTev) in the proposed week.
- h. Francois proposed to invite the new GDE director-elect to the workshop. This suggestion was unanimously endorsed by the Steering Committee.