

Minutes of the Meeting on June 21, 2005

BOD Members Present:

Gordon Cates (Chair), Paul Stoler, John Arrington, Peter Bosted (new member), Jian-Ping Chen, Raffaella De Vita (new member), Gail Dodge (new member), Sue Ewing, Ron Gilman, Peter Monaghan, Karen Owens (new secretary), Marc Vanderhahen.

Jefferson Lab Representatives Present:

Christoph Leemann, Allison Lung, Larry Cardman, Kees de Jager, Dennis Skopik, Christine Snetter, Rusty Sprouse, Will Brooks

The meeting began with an executive session at 6:00 PM. Minutes were taken by R. De Vita

Introduction of New Members

The meeting began with the introduction of the new Board Members and the definition of their area of responsibility. Peter Bosted, Raffaella De Vita and Gail Dodge are the new members. Peter will replace Ron Gilman for Computing, Gail will replace Jian-Ping Chen for Running Experiments, and Raffaella will replace David Armstrong for Pac Issues. Karen Owens was elected as new secretary/treasurer. She is replacing Sue Ewing.

User Work Stations/ Office Spaces

Christine Snetter gave an update on the status of the new office spaces that will be available in the new CEBAF Center building. The second and third floor will be dedicated to office spaces for users and staff. The available space (155 workstations) will be divided among cubicles for 2/3 people (50%), open work areas with low partitions (40%), and cubicles with one person (10%).

Different vendors were contacted for the office space furnishing and mockups were examined. Request for offers were sent to four vendors and three proposals were received. According to the specification requested, the spaces should be lockable and will have lockable drawers. The cubicles walls will be ~78 inches high. Choice between sliding or swinging doors is being considered. The key elements that will be considered for the final decision between the three vendor's proposal are security, flexibility, and acoustic.

The final decision should be taken by July 1st. Peter Monaghan and Thia Keppel will examine the material of the proposals and provide suggestions before the final choice is made.

The new building should be accessible and ready for people to move in in December. The new space will substitute most of the standalone trailers and the portion of the Trailers City closest to CC.

Discussion on the assignment of the new spaces. This will involve the User Liaison, the Physics Division, etc. It was suggested to try to assign office spaces in such a way to keep together people working for the same Institutions and that are now spread in different buildings.

Reports from the JLAB Management

- Budget Scenarios/ NSAC Report / Lab Status

Christoph Leemann summarized the budget situation, following the NSAC and DOE presentations at the User Meeting. Expectations about the NSAC report were very high and we

should not feel targeted based on the report outcomes. According to R. Orbach it is unlikely that the disastrous scenario that was mentioned will be realized. The JLab research program was highly praised and its importance was recognized. Now it is important to keep working on the upgrade program since this will be a key element for future reviews. It is also very important to maintain good relations with the low energy community (RIA) and try to create new alliances in view of the long range planning.

Concern for the renewal of temporary positions was expressed. The budget scenario should be settled in the next six weeks and at that time it will be possible to clarify the situation. Based on the present information there is high probability of renewal for all the postdoc positions but no certainty yet. If the budget the Lab is hoping for will be confirmed, the Lab management has the intent of renewing the temporary positions and offer new ones to replace people who will be leaving. It was suggested to increase the number of prestigious fellowships for next years in order to attract young physicists. This was also one of the suggestions of the NSAC educational committee.

A new Lab evaluation procedure is being implemented for next year. The evaluation will be based on the product of the operation and scientific ratings. For this reason safety issues become even more important. The collaboration of the users in this regard has been of fundamental importance.

The importance of advertising the Lab physics program and results inside and outside our community was discussed. The attention gathered by the recent pentaquark findings showed the interest of the international community to the JLab physics program. Following this example, relevant physics results as the new findings about strange quarks from G0 should be publicized in a more systematic way.

For this purpose material in form of posters and writeups promoting the Lab results in a brief and clear way should be prepared. The general lack of information about the approved experiments status was noticed. To work on these issues it was suggested to form a subcommittee: Gordon Cates volunteered as chair and Peter Bosted expressed interest in participating. A first step would be to collect material about the ongoing experiments starting from the already existing posters. These material can be converted in a form suitable for a broader public in a second time.

-Status of the Upgrade

Allison Lung reported on the status of the JLab Upgrade.

Will Brooks has been appointed as Associated Project Manager for Physics.

The project scope for CD1 is defined. This includes the accelerator upgrade to 12 GeV, the construction of Hall D and spectrometer installation, the upgrades of the existing Halls with the SHMS in Hall C, CLAS12 in Hall B, and the beamline upgrade in Hall A. The proposed budget for the Hall B upgrade was reduced by 18% with respect to the initial value. Upgrade of the Hall A detector systems will be subjected to the initiatives of groups that are interested in continuing/starting their activity in Hall A.

The Total Project Cost proposed in CD1 varies between \$182M and \$257M (with respect to the \$175M-\$250M of CD0). The goal is to maximize the scientific capability within the proposed funding limits. The Lab will push for the maximum fundings that would allow to rich the optimal science capability.

Based on the present situation the foreseen project phases can be summarized as follows

-2004-2005 Conceptual Design report

-2004-2008 Research and Development

- 2006 Advanced Conceptual Design
- 2007-2009 Project Engineering and Design
- 2007-2008 Long Lead Construction
- 2008-2012 Construction
- 2012-2013 Pre-Operations (Commissioning)

An important upcoming deadline is the "Lehman" Cost and Schedule review that will take place at JLab on July 12-14, 2005. A committee of 26 reviewers+5-10 DOE observers will analyze the proposed upgrade plan focusing on cost and schedule issues. The Project Team is working extremely hard to prepare documentation and presentations for this review. This is the first step for the CD1 review whose approval after implementation of the recommendations should occur in the 3rd week of September.

- Physics of the Upgrade/ Pac Issues

Larry Cardman reported on the outcomes of the recent NSAC and formal science review that took place in April. Concerning the NSAC report, the work of Gordon Cates and Xiandong Ji was extremely important. Thanks also to the many people who did present the JLab physics program.

Tony Thomas is now very well established as scientific sponsor for Jefferson Lab and had a fundamental role at the Science review. The value and scope of the scientific program was recognized as broad and deep and in general the reaction were very positive.

The contribution of the users in soliciting their Senate representative about the present financial situation was extremely important.

The experiment planning for the next years was discussed. As the upgrade will start to approach, new proposal for the 11/12 GeV will begin to be presented in parallel to new experiments for the presently available 6 geV beam. This may raise some scheduling issue. It was suggested to ask the PAC to assign priorities to new experiments considering their compatibility with the existing/new equipment and trying to optimize the available time, similarly to what was done at the time of the CEBAF construction.

In 1-2 years, as the information on the upgrade phases will become more precise, a more detailed experiments planning will be possible.

- DNP executive committee election

Kees de Jager reported on the upcoming election for the DNP executive committee. The electromagnetic community represents ~25% of DNP, while on the contrary it has presently only one representative (R. Milner) in the DNP executive committee (14 members). Nominations are invited for the vice-chair and three posts and should be submitted before July 1st by a DNP member. Successful nominations requires 48 votes. A better representation of our community can be reached with the help of a coordinating action of the UGBOD in proposing names and trying to concentrate votes. This suggestion was supported by the board who proposed a first set of names. In parallel to the election of the executive committee, special elections of the Division Councilor will take place this summer. The role of the Councilor is of liaison between the APS Council and the DNP executive committee. Kees de Jager is among the nominating committee.

- User meeting at the October DNP meeting.

A User Meeting will be organized at the October DNP Meeting in Hawaii. Usually the organization of the meeting is taken care of by a member of the UGBOD and the UGBOD secretary. Thia Keppel and Peter Bosted were proposed for this task.

- Other Issues

John Arrington suggested to solicit the input of the Users about important issues in a more systematic way by sending out emails. He will work in this direction starting from the issue of the election of the DNP executive committee.

The importance of maintaining good relations and establish new alliances with people from other physics communities in order to promote and broaden the JLab physics program was discussed. Peter Bosted suggested to organize seminar/workshops to help the exchange of informations and proceed in this directions. Jian-Ping Chen suggested to organize a larger Conference to promote the Jlab results to the broader audience.