

Summary Notes of

INFORMAL Institute Board Meeting of the CLIC Detector and Physics Study

Held at CERN on 29 January 2013, 18:00-19:30

Present:

Halina ABRAMOWICZ (**Tel Aviv** University), Ivanka BOZOVIC-JELISAVCIC (**Vinca** Institute of Nuclear Sciences, Belgrade), Phil BURROWS (University of **Oxford**) Veta GHENESCU (for Titi Preda, **Institute for Space Science**, Bucharest) Tomas LASTOVICKA (**Prague** Academy of Sciences) Konrad ELSENER (CERN), Jose REPOND (for Harry Weerts, **Argonne** Nat. Lab., High Energy Physics Division) Frank SIMON (**Max Planck Institute für Physik**, Munich), Mark THOMSON (University of **Cambridge**), Ivan VILA (for Alberto Ruiz, **Spanish Network for Future Linear Colliders**)

Also present: Lucie LINSSEN and James WELLS (CERN), for the ad-interim Executive Team

Attended via Webex: Konstantin AFANACIEV and Nikolai SHUMEIKO (**Minsk**, Belorussia)

Apologies received from: Ulrik UGGERHOJ (**Aarhus** University)

No news received: Gerald EIGEN (Bergen University)

Link to Meeting (Indico page): <http://indico.cern.ch/conferenceDisplay.py?confId=229926>

1) **Welcome**

Frank Simon, who had been asked to chair this informal Institute Board (IB) meeting, welcomed the participants.

2) **Short presentation on the overall structure of the CLIC Detector and Physics Study**

Lucie Linszen explained the organisational structure of the study, which is inspired by – though much less formal than – typical experiments in High Energy Physics. Lucie also summarized the process leading to the MoC, which was drafted in collaboration with the CERN legal service. Today there are 13 signatories of the MoC, and some 6-7 groups have made firm promises to sign up in future. Lucie also described the place of the CLIC Detector and Physics Study, today, with respect to the R&D collaborations and ILC detector concept groups.

3) The role of the Institute Board and Discussion of Next Steps

Frank presented, as a reminder, section 3.1 of the MoC which describes the role of the IB. He pointed out that the IB should, in the first place, **elect its chairperson** – rules for the election and the length of the mandate of this chairperson will have to be agreed upon. Those present **agreed** that it is **too early** to proceed with the election of a chair – more groups will be signing up soon and should have an opportunity to participate in these important early stages of formalising the work of the IB.

Concerning the role of the IB to “admit new partners” (cf. the MoC), the meeting also **agreed** that for the coming months, at least, groups should be encouraged to sign up by directly contacting the ad-interim Executive Team – once a formal IB is established, rules concerning the admission of new partners will have to be worked out and described in an Annex to the MoC.

Conclusion: It is agreed that the next INFORMAL IB meeting should be held rather soon (in about 3 months), and that it should be organised like the present one, i.e. with an ad-interim chair helping to set up the agenda and to help streamlining the discussions in the meeting.

4) Discussion concerning an “Observer Status”

The composition of the IB will have to be described in an Annex to the MoC. As for now, the meeting **agreed** that members of the Executive Team should be invited to the IB, but without having voting rights.

There was an in-depth discussion on the possible role of “observers”. While this (informal) IB was not the place to conclude, those present tended to agree that there should be a clear distinction between participation in the study and presence at the IB – the latter being reserved to the signatories of the MoC. Requests for participation of “observers” should be sent to the IB by an institute or a group, rather than by individuals. One option could be that “observers” would then be invited to participate to IB discussions for specific topics.

5) Guidelines for publications and presentations

The IB will have to write and formally approve a text concerning guidelines for publications, as foreseen in Annex 4 of the MoC. The meeting **agreed** that, starting about one month from now, drafting of such an Annex should be initiated by the ad-interim Executive Team. Colleagues interested in participating in the work should write an e-mail to Lucie. A draft text will then be sent to the IB members, in preparation for a discussion at the next meeting.

A concrete example of a forthcoming publication is the proposed document to provide CLIC input to the SNOWMASS process in the U.S (see Indico). Please send comments to the contents and/or the list of proposed editors to Lucie.

Several members expressed that organising and keeping track of speakers at conferences and workshops will be important.

6) Possible topics for future work

Lucie briefly scanned through the slides (see Indico), which are not meant to be complete or exclusive, and explained that groups or individuals interested to work on specific topics should feel free to contact her by e-mail.

7) A.O.B. and next meeting

7.1. E-mail lists and official IB members

The responsible person who has signed the MoC will be contacted by Konrad, who will attempt to compile a most up-to-date list of the official group representatives, i.e. the members of the IB. (Being replaced by a colleague is always possible, but it would be preferable not to have too much fluctuation). These same names will also be added to the MoC web-page accessible via lcd.web.cern.ch. In addition, a list (and mailing list) of all the members of institutes that have signed the MoC will be established. Both of these lists will have to be regularly updated.

7.2. Next meeting

While end of April was suggested for the next IB meeting, it was **impossible to fix a date** – Konrad will send e-mail and/or make a Doodle poll. Linking the IB meeting to some larger LC workshop or some conference may be an option. In any case, we will have to accept that, at times, a majority of members will connect to the IB meeting via Webex or phone.

(Notes drafted by Konrad Elsener - CERN, 30 January 2013)