

SCIENCE AND TECHNOLOGY FACILITIES COUNCIL
CALICE OVERSIGHT COMMITTEE

Feedback and Actions arising from the meeting held on 3rd July 2007

The Committee congratulated the Collaboration on the test beam results and analysis. These results had been presented well. Good progress had been made on the data acquisition and members were pleased to hear that MAPS had been delivered. The Committee wished the Collaboration well for the forthcoming CERN beam tests.

The Committee recognised the significant contribution the UK Collaboration had made at the LCWS meeting in June 2007. This demonstrated that the UK position of prominence was being achieved and that their work was internationally recognised.

Members supported the principle of joining two detector collaborations and looked forward to hearing how this progresses at the next OsC meeting.

Action: Collaboration

As part of the paperwork for the next OsC meeting the Committee would like the Collaboration to provide a plan detailing the completion of the project. If any staff posts needed to be extended beyond the current end date of March 2009 they should be identified in the plan. Two Gantt charts should be used; one of which should be the original and the other should show the plan to completion. The current original Gantt chart should be updated to show the progress of the project in line with any slipped milestones. The risks should be looked at carefully to ensure there were no unexpected costs.

Action: Collaboration

An update on the second iteration of MAPS should be included in the paperwork for the next meeting. The Committee would also like to see more information on the programme of glue studies.

Action: Collaboration

The Collaboration and Office should agree the format of the finance tables for future use.

Action: Collaboration & Office

The following timetable for the submission of the report and subsequent Q&A process was agreed as follows:

Date	Item	Action on
18 th Dec 2007	Submission of report	Collaboration
19 th Dec 2007	Circulate report to Committee	Office
7 th Jan 2008	Committee to submit questions to Office	Committee
8 th Jan 2008	List of questions to be sent to the Collaboration	Office

21 st Jan 2008	Answers to be submitted to Office	Collaboration
22 nd Jan 2008	Circulate complete Q&A document to Committee	Office

Date of the Next Meeting

The next meeting would be held on Friday 25th January 2008 at STFC, Swindon, starting at 11.00 am with the Collaboration joining for coffee at 12.00 pm.