

Subject: Minutes of EIC R&D Meeting 2011/04/07.

Hello all

Here are some minutes from today's meeting:

\*\*\*1 -Time of future meetings:

The results from the Doodle poll were quite clear indicating Monday afternoons as the time that best serves our group. -We chose 1:30-2:30 on Mondays as the meeting time and also agreed that it is valuable to strictly enforce the meeting length. -This means that next Monday (4/11) will be our first regularly scheduled meeting.

\*\*\*2 -Work Plan from now until the presentation.

We will have four Monday meetings from now until the presentation. -We set what seems to be a logical set of topics for these meetings so that we can be prepared. -Here are the topics:

...4/11 MEETING:

The topic is "get to know each other". -Each of the groups that put text in our proposal for detector work should put together a powerpoint presentation and post it on the wiki. -The presentation should be:  
a- -Up to 5 slides about the proposed work and its relevance to EIC.  
b- -One slide about the "questions to simulation" from this work.  
Each presentation should take about 10 minutes total so that we can finish them all within the hour.

...4/18 MEETING

The topic is simulations. -We should hear presentations from people already working on simulations and follow this with an open discussion trying to match the physics concerns (primary focus of prior calculations) to the detector parameters (focus of our future work). -The talks should be a short list of existing works and (where possible) discuss which calculations are relevant to the "questions" from the prior week.  
All our members should be aware that there is a weekly meeting of an EIC simulations Task Force held Thursdays at 2:00. -While that group has thus far emphasized the "Physics Case" for EIC, it may be of interest to some members of our collaboration. -Elke can provide details about dialing in to that meeting.

...4/25 MEETING

Broad Timeline Strategy. -We will try to develop a credible schedule of milestones for the coming year that will allow us to write a proposal that fits our promise of a delivering a coherent and well thought out proposal for second round R&D.-

...5/2 MEETING

Develop a more specific work plan for reaching the milestones determined on 4/25 and a preview of the presentation to be made to the advisory committee.

...5/9 NO MEETING

The presentations to the advisory committee will be made on 5/9 and 5/10

\*\*\*3 Governance of our small group.

Although we did not have a quorum today, the few people present thought that we would probably need a specific governance structure to be a part of our second round proposal but maybe not until that time. -We can raise this question again when we do have a quorum to get a full set of inputs.

\*\*\*4 -WIKI page is available.

All our future minutes and presentations will be organized on the new wiki. -The link for the wiki is:

<https://wiki.bnl.gov/eic/index.php?title=Tracking>

\*\*\*5 Mailing List

A new mailing list is in the process of being established at BNL to replace our current "Reply To All" list. -Elke will announce this to the existing list and one the wiki when it is ready.

Talk to you all on Monday!

Tom