

**From:** Matthew Shepherd <mashephe@indiana.edu>  
**Subject:** [GlueX] Report from the Collaboration Board  
**Date:** January 30, 2010 10:19:28 AM GMT-06:00  
**To:** GlueX@dustbunny.physics.indiana.edu

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Hi all,

Since the meeting was cancelled this morning, I offer this email report from the collaboration board. Items on the agenda were:

- \* CB Chair
- \* MOU's and Contracts
- \* TDR
- \* Publication Policy
- \* Graduate Student Involvement / May Workshop
- \* Physics Workshop

CB Chair:

The chair for the new year of the collaboration board will be Zisis Papandreou. He will organize subsequent meetings of the board and report activities of the board to the collaboration.

MoU's and Contracts:

I would like to remind all of you to aggressively work on getting MoU's and Contracts in place with Jefferson Lab. This process takes \*a lot of time.\* Several key institutions have yet to get fully engaged in this process. From experience, the time from the first start of MoU to the completion of the construction contract is a half a year plus or minus a few months. There is serious concern that this could cause delays in construction down the road -- especially since there are a finite number of people at Jefferson Lab to handle the deluge of paperwork. Please work on getting these documents in place. Starting next week we will ask for biweekly updates from all institutions working on contracts or MoUs at the biweekly GlueX meeting. Please attend and be prepared to report progress.

TDR:

As reported at the last meeting, we would like to put together a revised Technical Design Report on the time scale of this summer as many of the final detector designs have now been ironed out. Eugene has volunteered to setup a software infrastructure for all of us to independently check out and update sections of the TDR. Once this is in place, I have volunteered to act as editor (a.k.a., chief arm twister) to try to work with people to get all sections updated and a full document assembled.

Publication Policy:

Guidance for publication of instrumentation papers has been developed and posted here:

<http://www.jlab.org/Hall-D/software/wiki/index.php/Publications>

Comments and suggestions are welcome. The board agrees that in 3-4 years, a formal policy for internal review and publication of physics papers will need to be adopted.

Graduate Students:

By summer 2010 we will have 5-10 graduate students active in some aspect of GlueX. In order to enhance the experience for these students, we plan to hold a workshop for students adjacent to the May collaboration meeting. The workshop will specifically for students and will include presentations by students on aspects of the detector operation. It would be nice to get a student representative from each particular major subsystem that can present the theory of operation of that system. We will also organize a few talks on GlueX physics theory and analysis techniques. We will attempt to secure some supplemental funding for this so that we can be sure all students can attend in person. Stay tuned for more info.

Physics Workshop:

There is a plan to have another photon-hadron workshop again this year, similar to what was held at JLab several years ago. Curtis would like to try to organize this as part of a satellite meeting in conjunction with the DNP session in Santa Fe this fall. More updates to follow.

That is all for this report from the board -- get those legal documents finished and signed!

-Matt

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GlueX mailing list

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