MINUTES OF THE JULY 26, 1994 MEETING OF
THE USERS EXECUTIVE COMMITTEE


Post-mortem on SLAC/SLUO/PI Meeting

The meeting began with a lengthy analysis and discussion of the meeting between the SLAC management and representatives from the SLAC user community that took place on Tuesday May 31. All were agreed that such a forum is very valuable and should be actively supported by SLUO. There was discussion about the format and agenda of the meeting, with no discernible consensus as to suggestions for improvement. A motion to revisit this issue in advance of the next such meeting was accepted, and the SLUO Chairman was encouraged to pursue these matters with the SLAC management, as several of the Committee have done privately already.

SLC Status

Siemann gave a brief report on the SLC/SLD Run, which has been in progress since early June. Indications are that the damping ring upgrade did not completely solve the instability problem at high current; there is evidence of a different form of instability that needs to be studied and properly characterised. So far a large number of typically small-scale hardware problems have yielded a lower up-time fraction than in 1993, and this has not helped to run the collider smoothly. On the positive side the final focus upgrade appears to have been very successful, resulting in good normalised luminosity. At present SLC is delivering typical 1993 luminosity, but with rather lower beam currents: typically $2.5 \times 10^{10}$ per bunch (1994) compared with $3.0 \times 10^{10}$ per bunch (1993). The best luminosity-day in 1994 has already equalled the best day in 1993 of just over 700 Zs delivered. A plan is now being formulated to raise the beam currents to about $3.5 \times 10^{10}$ per bunch in the first stage. Roughly 800 Z/day need to be delivered in order to meet the goal of at least 100k Zs on tape for SLD.
Burrows asked about the manpower situation on SLC. Siemann said that a number of key accelerator physicists have either left SLAC or moved onto the B Factory; in most cases their responsibilities have been taken on by existing staff, with limited consultation help from the B Factory emigrants. Three open positions are in the process of being filled, but there will be a long learning period for the new hires. Maintenance manpower could also be increased. The Committee expressed concern that the SLC/SLD program not be jeopardised by shortage of either physicist or technical support.

B Factory Status

Porter reported on progress with the B Factory detector, now officially known as BaBar. A letter of intent was submitted to the EPAC in mid-July and the collaboration was approved to proceed towards a technical design report, to be submitted before the end of the year. Critical path items include the magnet, which must be ordered by next March in order to stay on schedule. R+D continues on the particle identification technology, with fast-RICH, aerogel and ‘DIRC’ options being studied further. A \( \mu \)TPC for the forward tracking region is also being considered and will undergo a beam test shortly at CERN.

The collaboration governance structure is in place and David Hitlin is the spokesperson. Upcoming collaboration meetings are 8-10 September at SLAC, and 19-22 October in Pisa.

Computing

Porter reported on the deliberations of the VM phaseout committee. Users are expected to have removed themselves from VM by 18 months from September 1994. There are plans to dump all disks onto archive tapes that will be readily accessible from Unix, at least ‘for a while’.

**VM USERS SHOULD TAKE PERSONAL RESPONSIBILITY TO PORT THEIR FILES TO NEW PLATFORMS**

There was general concern that, while the issue of phase OUT may be being dealt with smoothly, the question of what to phase INTO is not in good order.

The discussion turned to X-windows availability. Porter said that the SLAC-supported Unix platforms (see last minutes) do have X-windows capability, but an ethernet port is required. Kofler recounted personal experience whereby there was a waiting period of 6 months to install an ethernet cable to his office, after which what should have been a transparent hook-up of a Macintosh computer required a further week’s R+D, with little help from SCS, but much frustration and loss of productivity. It would appear that provision of ethernet cables is still being done on an ad hoc basis, rather than systematically. Kofler added that the network seems to be overloaded. Porter reported that networking hardware is being acquired; a ‘Gigaswitch’, FDDI→ ethernet hubs and servers have been procured in an attempt to reduce traffic on individual nets. Yamamoto said that X-windows terminals are
needed for the public pools, to replace the present linemode terminals, which are typically Ann Arbor's.

Steve Williams joined the meeting; he said that he has obtained funding for one X-terminal for the public pool in CLAB B182. Burrows asked about the request to DoE for SLAC to obtain Macintosches from SSCL. Porter said that a SLUO letter was sent to John O'Fallon in support of this, but Williams thinks that property at SSCL will not be released until there is a settlement between Texas and the Federal Government over SSC compensation. Yamamoto suggested that SLAC might put in a 'one-shot' request to DoE for a batch of money to provide X-terminals for users at SLAC; he pointed out that this might not necessarily cost DoE any extra money, as users presently make requests for such items in their own grants, and it might even ensure comprehensive provision and standardisation of devices. Williams agreed that there is presently a problem in that SCS has not stated what user-provided devices will be supported, especially with regard to PCs. He agreed that SCS should standardise its supported devices and support service; some consultation with CERN is going on with a view to arriving at a policy. He added that a similar policy is needed for printers.

Office Space

Williams announced that plans for a new office building are well in hand; a bid has been accepted and a purchase recommendation has been made to DoE. The building will seat 150 people, mainly for the B Factory, and will be of the pre-fabricated type, similar to the new Training Center. It should be ready by February 1995. The DoE officials have now vacated the Warehouse, so extra space is temporarily available for short-term users until B Factory people occupy it. Up to 15 desks are also available in IR-12, but there have been no takers so far. Musical chairs continue in the Central Lab, where some of the SLD software people are moving down the hall into the Annex, to make room for B Factory people.

Users' Manual

The SLAC Users' Manual was released recently and is now being handed to new users. Copies can be obtained from Margaret Helton or Judee Richeson. The manual will also be available on World-Wide Web. Williams said that he has started to improve the SLAC database on users. He has compiled a list of all experiments taking place at SLAC. The spokespersons will now be polled on a regular basis to supply the names of their user-collaborators.

Safety Issues

The Research Division has hired a safety engineer to coordinate safety matters; he will also be building manager for the Central Lab.
The DoE Accelerator Order is being implemented. A Safety Assessment Document and safety manual will be needed for all experimental programs. Compulsory ES+H training will probably also be required of all users, just as radiation training is required now.

**User Identity Card?**

Yamamoto proposed the idea of having user identity cards; apparently these are standard issue at other national laboratories. There was some resistance to the idea of yet more bureaucracy, but Yamamoto pointed out that these cards could form a record of level and status of radiation and ES+H safety training, in addition to providing access to Stanford University facilities. Some thought that the present dosimeter badge essentially fulfils these purposes. A further bonus of the identity cards might be that they would provide the basis for a better user database.

**Institutional Representatives Meeting**

The date for the institutional representatives meeting was set for Friday August 12 at 1 p.m. - the first Friday of the SLAC Summer Institute. The meeting will choose a slate of candidates for elections to the Executive Committee to replace Yamamoto, Band, Siemann and Markiewicz who retire this Fall.

**Annual Users’ Meeting**

The date was set tentatively for Tuesday, November 29, immediately before the BaBar collaboration meeting.

**Future SLUO Executive Meetings**

The next Executive Committee meeting, following the institutional representatives meeting, will be on Friday October 7.

Minutes submitted by,

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Secretary/Treasurer
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