

Collaboration Charter & Organization

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Mu2e_Charter_Aug07.doc

Charter Evolution

- **Ad hoc Steering Committee**
 - Ex-MECO'ers + Steve Geer, Eric Prebys et al. at FNAL
 - Functional for more than a year
- **Charter Development about 6 months ago**
 - Anticipation of Letter of Intent
 - Desire to evolve governance to PI's: formation of Institutional Board
 - Steve Geer and KK requested to prepare draft
- **EOI submission evolved suddenly**
 - Institutional Board formalized as EOI submitted
 - Request to have draft charter for circulation ~ Aug 1

Institutional Board

- **Mu2e Institutional Board Now Fomalized: Represent signatories of Expression of Interest**
 - C. Dukes, U. Virginia
 - S. Geer, FNAL
 - V. Lobashev, INR Moscow
 - P. Kammel, U. Illinois
 - Yu. Kolomensky, UC Berkeley
 - K. Kumar, UMass Amherst (Interim IB Chair)
 - J. Miller, BU (Co-contacperson)
 - J. Popp, Idaho State
 - E. Prebys, FNAL (Co-contactperson)
 - T. Roberts, Muons Inc.
 - P. Souder, Syracuse
 - P. Yamin, BNL

Interim Governance

- **Institutional Board (IB) and 2 Contactpersons (CP's)**
- **IB has one representative from each institution**
 - Exception for Fermilab
- **IB is policy-forming body; no technical decisions; operating by two-thirds majority**
 - New collaborating institutions
 - Name and logo
 - Elections (e.g. CP's)
 - Change charter as necessary
- **IB Chair (Two year term) and IB secretary**
- **CP's: Jim Miller and Eric Prebys**
 - Execute IB policy
 - Responsible for interfacing with outside world
 - Preparing proposals, reviews etc

Timeline for Organizational Evolution

- **LOI this Fall; Full proposal ~ 1 year**
- **Plan: Final organization in place for proposal**
- **IB will determine appropriate timeline**

Final Organization

- **Two Co-Spokespersons**
 - Elected by full collaboration
 - Length of service, number terms etc to be determined by IB before first elections
- **All IB functions carry over**
 - Functions may be added or modified by consensus
- **Spokespersons will evolve governance**
 - Technical and perhaps Executive Boards
 - Elected or nominated?
 - IB Ratification

Questions? Comments?