

Meeting #1 of the ALMA Management Committee
ESO Headquarters, Garching, Germany
June 8&9, 2001
(*RLB Revision, May 13, 2001 Draft*) Agenda

Friday, June 8, 2001

North American Partners Only

0830: MMAOC Executive Session (Closed: NSF, HIA, and Committee)
0900: US project update reports (Open: Committee, NSF, AUI NRAO, and HIA¹)
0945: North American Program Plan for FY 2002

1000: *Break*

AMAC

1015: Welcome from ACC representatives
1020: AMAC charge
1025: AMAC Organization and Election of AMAC Chair
1030: Reports from ACC representatives on bilateral (and trilateral) partnership status, activities, and funding milestones

1045: Phase I Status of Project Design and Development Phase
{Materials to distribute in advance: (1) Phase 1 WBS; (2) Phase 1 Milestones and Gantt presentation of progress against the milestones; (c) Phase Management chart}

I. Overview	R. Brown
• Organization of the Project in two phases	
• Objectives of Phase 1	
• WBS for Phase 1	
• Management of Phase 1	
II. Summary Status Reports	
Project in Europe	R. Kurz
Project in North America	M. Rafal
1130: II. WBS Reports: Areas 1-4	
WBS 1.0 Administration	R. Kurz
WBS 2.0 Site Development	D. Hofstadt
WBS 3.0 Antennas	T. Andersen/J. Kingsley
WBS 4.0 Front-End	W. Wild/M. Rafal
1230: <i>Working Lunch</i>	
1400: Executive Session (Closed)	
1415: WBS Reports: Areas 6-10	
WBS 5.0 Local Oscillator	R. Sramek

¹ Possibly paralleled by a separate European session with European Oversight Committee.

WBS 6.0 Backend	A. Baudry/R. Sramek
WBS 7.0 Correlator	M. Rafal
WBS 8.0 Computing	G. Raffi
WBS 9.0 System Engineering	J. Baars
WBS 10.0 Science/Calibration & Imaging	S. Guilloteau

1600: *Break*

1615: Antenna Planning: procurement status, risk, risk reduction approaches, prototype evaluation plans, final design philosophy and design selection criteria....
...R. Kurz/M. Rafal

1645: Executive session

1715: Adjourn

Saturday, June 9, 2001

0830 Phase II: Construction

{Materials to distribute in advance: (1) Phase 2 Project Book; (2) Test Interferometer Project Book; (3) Phase 2 WBS; (4) April 2000 Costing Document; (5) prototype antenna test plan}

Phase II Planning

(a) Organization and Goals	M. Rafal
(b) Management	M. Rafal
(c) Responsibilities	R. Kurz
(d) Cost and Costing Methodology	R. Kurz
(e) Schedule	R. Kurz

Phase II Technical

(a) Project Baseline: Scope, Work Breakdown Structure	R. Brown
(b) Division of Task Responsibilities	R. Brown
(c) Technical Plan: Project Book	R. Brown
(d) Test Interferometer	M. Rafal
(e) Melding Phase I and Phase II	R. Kurz

Phase II Organization of ALMA in Chile R. Brown/D. Hofstadt

0930 Discussion

1000 *Break*

1015 Executive Session (time approximate)

