

ALMA Executive Committee Teleconference 8 April 1999

(R. Brown reporting)

Participants: All Attending

Issues Discussed:

1. Organization of the AEC.

RK explained that the Management Plan reported to the ACC specifies that the AEC will meet in person no less than quarterly. In addition, we agree to meet in teleconference on the second and fourth Thursday of each month at 1500 UT in those months following Standard Time and at 1400 UT in those months on Daylight Savings Time.

The AEC will appoint a new Chairman at each face to face meeting. The Chair will rotate among the four AEC members alternating between US and European members. R. Brown to serve as Chairman until the June 10 face to face meeting in Washington.

Action: RK to distribute via email the AEC Management Plan as reported to the ACC for use as an Annex to the MOU. (Done)

2. Organization of the Project in Europe

RK will present to the ECC the first version of the Management Plan and resource allocation for the European project at the ECC meeting May 15. This will include names of the Division Heads. It is expected that these individuals will begin by about May 1.

3. Real-Time Operating System (RTOS) Decision.

The U.S. Project has a near-term need for a decision to be made for the RTOS to be used on the test interferometer. The hardware for the correlator is finished and programming is beginning. Brian Glendenning has forwarded to the European software group his proposed RTOS specification. This will be reviewed in Europe at a software organizational meeting April 12.

4. Combined Antenna Pre-Proposal Meeting?

PN noted that the U.S. group has scheduled a pre-proposal meeting for vendors May 18 in Socorro. Should this be a joint meeting with the potential respondents to the European RFT present? RK explained that he will make the vendors who have expressed an interest in the European RFT aware of the Socorro meeting. They may wish to attend to see the site or to participate in discussions of the technical specifications, but there will be no opportunity for them in Socorro to discuss administrative or business issues regarding

the European procurement. A European pre-proposal vendors meeting will be held for procurement and technical discussions at a date TBD.

-PN will arrange a visit to the site for any interested companies at their convenience.

-With separate US and European pre-proposal meetings there is a need to find a way to coordinate answers. Action: This question to be addressed at future teleconferences.

5. Design Reviews

PN to distribute a list of the dates that have been established for all MMA PDRs and CDRs. The involved European Division Head(s) will be invited to all reviews as presenters not reviewers; they should participate in construction of the agenda for the reviews and present to the review any material/ideas they deem appropriate.

6. Mirror Web Site

There is a need to understand the difficulty involved with establishing a mirror site in Europe for the MMA web pages. If there is no straightforward solution we could establish a new procedure suitable for the needs of ALMA that can be easily shared and maintained. Action: Revisit this question.

7. Technical Issues

There is a need now for scientific guidance on technical issues. Question of the moment is the scientific need for baselines greater than 10 km. But there are other issues as well. Actions: (1) Ask the MAC & SAC for examples of “strong” scientific needs for B>10 km; (2) Suggest names of people to become members of a joint science advisory committee to begin functioning as soon as possible.

Next Meeting Thursday April 22

Agenda Topics:

1. Plan to coordinate answers to technical questions as posed by antenna vendors at the US and European pre-proposal conferences;
2. ALMA web site. Ideas for transition from existing MMA web material to future ALMA web-based material;
3. RTOS decision and implications;
4. Suggested members for science advisory committee. Who to chair and establish the committee?
5. How to share expenses in Chile, e.g. for Mining Claims and soil sampling surveys.
6. Other topics?