



Riunione Mu2e Italia

3 marzo 2024

Introduzione

Agenda (let's try to stay in ~1 hour)

14:30 Introduzione (SDF 5'+5')

14:40 Notizie da Fermilab e ECAL schedule (Stefano M 10'+10')

15:00 Cablaggio e attività di installazione (Ivano 10')

15:10 Discussione (20')

Slides can be found on <https://agenda.infn.it/event/40382/>

Outline

- News on housing
- Programmi per summer student italiani a Fermilab su Mu2e
- Consuntivi 2023
- Sblocchi SJ

Housing (FNAL side)

Thanks to Stefano pressing on housing and FNAL management we have a working procedure to pay 10\$/day as agreed. In the Housing request form we have to fill the Special Accomodation box as follows:

Special Accommodations:

Split Pay:
Self Pay - 2 nights
Charge to the project task code - 5 nights

The number of self paied nights must be the closest integer to

$$\frac{10 \times \text{*nights*}}{\text{*cost per night*}}$$

The costs per night are the following:

Address	bedroom #	Nightly rate for house	Nightly rate per room
Sauk Blvd 16	3	\$77.70	\$25.90
Sauk Blvd 20	3	\$77.70	\$25.90
Sauk Blvd 34	4	\$83.32	\$20.83
Sauk Circle 19	3	\$119.55	\$39.85
Potawatomi 18	3	\$81.00	\$27.00
		*Maid service is included in nightly rates	

Example: 7 nights in Sauk Blvd 16: $70\$/25.90\$=2.7 \rightarrow 3$ self paied, 4 on budget code
You have to ask the project task code to the house conordinator, the same you contact to book the room.

Housing (INFN side)

The first invoices for house rentals currently charged to the local budget codes have arrived to local INFN sections.

The directors have asked a formal approval by INFN to authorize the payment. After a meeting in which the situation has been clarified, the item has been discussed last week at the Directors Council and a solution has been found together with the Administrative director.

We still need to find a solution to pass from the local budget codes to a unique INFN code.

Programmi per summer student italiani su Mu2e

After having contacted the candidate tutors at Fermilab we have prepared few projects for summer students at Fermilab this summer:

- **Mu2e Calorimeter Calibration**

American tutors: Rob Kutschke, Sophie Middleton

Italian tutor: Simona Giovannella

- **Mu2e ECAL DAQ**

American tutor: Pavel Murat

Italian tutors: Luca Morescalchi, Elena Pedreschi, Franco Spinella

- **Mu2e DAQ integration**

American tutor: Greg Rakness

Italian tutors: Simona Giovannella, Luca Morescalchi

Yuri Oksuzian has shown interest for a possible additional project on CRV tests and simulation. Waiting for his reply.

The projects will be included in the list proposed to the selected students

Consuntivi 2023

As every year in this period we have to complete the report of 2023 activities.

I have asked the local coordinators to send me the list of

- Thesis
- Publications
- Conference talks

done by the members of the local group

Please send them to me before March 11

Thanks!

Sub judice unlock for May 2024 CSN1

We have some funds assigned SJ to the start of Common Funds.

Most likely the CSN1 director will be at Fermilab end of March and the Common Fund item will be better determined.

In the meanwhile we received the agreement to ask for the unlocking of the funds for the bent crystals.

If there are other request please let me know with the proper advance to present them to the referees in time for the next CSN1 meeting (Torino May 9-10, 2024)

Mu2e Italy Meetings periodicity

I haven't received sufficient answers to the poll about the periodicity of these meetings.

We keep orientatively a period between 1 and 2 months according to the needs, trying to make the meetings as informative and fast as possible.

Next meeting will be after Easter.

I hope to see many of you in person at the Mu2e collaboration meeting at Fermilab (March 18 to 22)