

MMA Division Hd meeting, Tuesday 1999-Jun-01, 1300 EDT, 1700 UT, Ph 804
296 7082.

Agenda:

- (1) Report from European meetings.
- (2) Draft memo on MMA Documents
- (3) Preparation for Construction Cost Audit
- (4) Other Topics
- (5) Action list

Action Items at 1999-May-20

Date Due	Responsible	WBS	Description
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1999-Feb-15	Emerson/Napier	n/a	Decide Receiver Focal Ratio
1999-May-24	White		Memo Explaining MMA Website
1999-May-26			European Pre-Proposal Meeting
1999-May-31	Emerson	4.3.5	Complete Evaluation Receiver Interface
			Agreements
1999-May-31	Wootten	11.3.2.1	Initial Radiometric Phase Calibration Review
1999-May-31	Wootten	11.3.3.4	Initial Amplitude Calibration Review
1/2 1999-Jun-29	Webber	4.2.7	Deliver Test Antenna Amplifier (30 GHz Band)
1999-Jun-30	Napier	3.3.2.0	Receive Prototype Antenna Bids
1999-Jun-30	Glendenning	9.2	Computer Requirements/Control Software PDR
✓ 1999-Jun-30	Webber	4.1.18.5	Deliver Test Antenna Mixer (86 GHz Band)
1999-Jun-30	Emerson		Test Interferometer System Block Diagram
1999-Jun-30	Emerson		Single-Dish System Block Diagram
1999-Jun-30	Emerson	10.2.3	Deliver MMA Interface & Standards Documentation
1999-Jul-01	Webber	5.3.3.3.9	Deliver 230 GHz Doubler Power Demo
1999-Jul-02	Emerson	10.10.2	Deliver Prototype Antenna Testing Plan
1999-Aug-02	Webber	8.3.5	Correlator PDR
1999-Aug-30	Sramek	5.2.3	LO Reference PDR
1999-Aug-30	Sramek	5.4.5	Photonic LO PDR
1999-Aug-30	Emerson	5.4.1.5	Photonic Phase Calibration PDR

Scheduled Meetings

Construction Cost Audit Charlottesville	1999-Jul-07--1999-Jul-09	
LMSA/LSA/MMA Workshop	1999-Aug-14	Toronto
Science With A Large Millimeter Array	1999-Oct-06--1999-Oct-08	Washington, DC
Joint MAC/JAC/SAC Meeting DC	1999-Sep-25	Washington,
MAC Meeting	2000-Nov-18	???

MDH Meeting

1. Euro meetings: Antenna pre-bid was held in Garching. ALMA execs also met: Kurtz's work structure is due 3 June, 110-120 FTE's spread over 3 years - mostly in-kind from regular budgets.
2. Web page documents draft memo. Very minor suggestions.
3. Invasive audit: date firm. MOC looking for reviewers. Need completely revised ^{WBS} document out by 1 July - need to submit revisions to Bob by ~~28~~¹⁸ June. Briefly reviewed what is needed from each section of the project. Be sure to coordinate as much as possible before submitting draft.
4. Other: R. Simon wants to review progress and update schedule. Emerson: holography PDR report on web. Low-band system will be down to 31.3 GHz (protected RA band). M&C will be a CAN bus; devices will have an interface and (probably) a microcontroller - there will be a standard.