September 20, 2003

IHEPCCC charter

Preamble

As the problems posed by computing in HEP projects are becoming more and more global in nature, the HEP community recognizes the need for a global forum for HEP computing. ICFA therefore sponsors I_HEPCCC, a forum to primarily help with an efficient information exchange on computing issues between the major HEP centers in the world.

Missions

IHEPCCC primary mission is to act as a forum between the main persons in charge of HEP computing, by gathering and distributing information about all relevant issues in HEP computing, and especially those with a global nature. Typical examples are information exchanges about new technology trends, computing centers strategic policies, security issues, recommendation of standard practices, presentation of R&D results, comparison of various equipments performances.

The other missions include:

- Issuing statements and recommendations concerning computing in the HEP community.
- Serving as an interface to other scientific domains on matters of computing.
- Working in close connection with the ICFA SCIC, the physics regional organizations, and the HICB coordinating the grid projects in HEP.
- Reporting to ICFA

Membership

The IHEPCCC committee has a membership of 21 persons proposed by the Chair for approval by ICFA. The Chair would seek to balance the membership with the following guidance; 3 members from areas, active in particle physics, that are outside the three primary regions, plus 5-7 persons from each of the primary regions of Asia, Europe and North America.

Membership is reviewed every 2 years.

The chair is designated by ICFA for a 2 year term.

Technical subcommittee

I_HEPCCC sponsors a technical advisory subcommittee (IHTASC), to which it may redirect technical issues. IHTASC is comprised of recognized experts in different areas of HEP computing. Upon requests by I_HEPCCC, IHTASC responds by hearing a broad range of opinions both from its own membership or, when necessary, from outside expert and by issuing clear and comprehensive recommendations. The chairperson of IHTASC is chosen by I_HEPCCC for a term of 2 years. IHTASC members are nominated by I_HEPCCC upon proposals of all its members for a term of 2 years. IHTASC documents and publishes its activities.

Bureau
The I_HEPCCC committee will elect a bureau composed of six members (including the I_HEPCCC chair and the technical subcommittee chair). Two members should come from Europe, 2 from America and 2 from Asia and Russia. The role of the bureau, chaired by the I_HEPCCC chair will be to prepare the agenda of the plenary meetings and to follow up all action items arising. They shall meet at least before each IHEP_CCC meeting.

Meetings
The I_HEPCCC will normally convene twice a year. Participation via phone/videoconferences can be organized if necessary, and efforts to colocate these meetings with major HEP or computing conferences should be encouraged. Their venue will rotate among the various world regions. Meetings of the regional delegations can be organized at will.

Information Policy:
I_HEPCCC documents and publishes its activities. The recommendations will be issued to the community through ICFA.

This charter will be reviewed by the IHEPCCC committee after an initial period of one year.