

NOTES OF THE 36th JACoW BOARD OF DIRECTORS MEETING

1 April, 2021

Present: Board of Directors: Ivan Andrian, David Button, Regis Neuenschwander, Johan Olander, Christine Petit-Jean-Genaz

1. Approval of the Agenda, and Notes of JBoDM35 and Pending Actions

The Agenda of JBoD36 is approved. The Notes of the JBoDM35 are approved without modification.

2. Matters Outstanding from BoDM35

On matters arising from the last meeting, Ivan reports that the IPACCC Task Force will meet in the coming weeks and transmit their findings, including the BoD sustainability documents, to the IPACCC at its meeting in May. JACoW's position paper should thus be ready by around mid-April.

He further reports that there is nothing new from LEAPS.

a) JACoW Sustainability, Document on consequences of Closure of FNAL Regional Support Centre, prepared by Christine Petit-Jean-Genaz

Several important issues pursuant to the closure of the FNAL RSC are the troubleshooting for SPMS instances and the Central Repository until Indico becomes the accepted tool, troubleshooting issues with the Central Repository after the introduction of Indico, and the effort required to enter ISSNs and DOIs in already published sets of proceedings.

On the question of prioritizing the published proceedings for the post-publication entry of ISSNs etc., Ivan suggests that Johan contact Volker to address this issue within the scope of the JPSP WG set up last year, with Volker as Leader and Johan as the BoD member.

Action on Johan to contact Volker on the above.

Based on the above WG proposed prioritized list, the BoD will invite Matt to provide the required compressed files.

b) JACoW Sustainability, Action on David re. specification for the effort needed to drive a JACoW event, both tools and manpower

There is a brief discussion on the contents of the document David is tasked with preparing for the IPACCC Task Force, to be passed on to the IPACCC in time for its meeting in May. The document should respond to questions from the Task Force, tasked with working with JACoW on sustainable technical tools for JACoW events, in particular IPAC, and in particular how to reduce the number of editors.

Christine mentions that the number of editors rose considerably (>30%) in recent years to respond to requests by JACoW Stakeholders to add an extra page to papers to encourage the entry of references and citations,

and to improve the quality of the said references and citations to improve accelerator field impact factors.

The development of the new tools by ANSTO and introduced for the first time at IPAC'19, Catscan and References, has done a lot to improve the quality of references and citations. In the long run it should reduce the number of editors required as authors themselves learn how to use it. This is however quite an increase in workload for conference proceedings papers and the extra work simply for checking all references, will exist, even if for the most part distributed between authors and editors.

David mentions he will include Todd's 2019 talk on the cost of proceedings production as a cost comparison between JACoW and commercial publishers.

David will aim to produce this document by mid April so it can go to the IPACCC Task Force. It will include Chris' Organizing IPACs document and Todd's transparencies on smaller/middle size conferences.

c) JPSP Scripts, Action on Ivan to contact Volker

In the absence of any reaction from Volker to Ivan's repeated requests, Johan will to contact Volker on this issue, at the same time as pursuing the job of prioritizing sets of proceedings for "upgrade" of published proceedings with ISSNs.

In the meantime, Ivan will go ahead and upload the only JPSP scripts we have, to be used as a basis for writing the code to be used with Indico.

Ivan clarifies that "current" JPSP will be used to "upgrade" published proceedings, and the "old" JPSP will be used as a basis for the development of new scripts to produce proceedings from Indico events.

3. JFIC – JACoW Fake Indico Conference (Indico testing) Progress

Ivan reports that work is progressing relatively smoothly. Christine explores Indico to describe how scientific programme management tasks are carried out, and writes them up in documents resembling her SPMS tutorials. Her findings and questions are discussed with the Indico team via zoom to clarify the problematic issues. The documents are then updated. They will be distributed when the other WGs begin their work.

Christine has so far described how JACoW events request instances, how the JACoW Event Manager sets them up, their delivery to the (Conference) Event Administrator, and setting up by the Event Administrator in preparation for the various tasks to come.

Christine is currently working on the third document, covering the first activities of the SPC, which are the call for and submission of proposals for invited oral

presentations, and how they are dealt with by the SPC: verification of classifications, prioritization and selection of invited orals. This is relatively complicated, but it is the footwork that will facilitate the later stage of general abstract submission, selection of contributed orals, programme code assignment and scheduling.

a) Ivan's comparison between SPMS Features in/not in Indico

Ivan distributes his draft document (Annex 1 to these Notes) for comments from the BoD. The document aims to highlight the areas of activity and how they map to Indico. Further JACoW documentation will be added in due course to render it more comprehensive. This will be discussed with the IPAC'23 LOC/OC/SPC Chairs.

b) Report on progress so far

Progress is recorded above.

4. IPAC'21

Regis reports that in response to a call for candidates to edit the IPAC'21 proceedings, he received 15 applications and 9 out of the 10 editors required have been "hired". Candidates are generally PhD students with LaTeX experience.

Regis further informs the BoD that some funding has been found to continue with the development of the Catscan and References tool.

He further reports that the expected number of delegates is reduced from 1200 to 1000. Registration fees are being waived for 94 students. There are 20 industrial exhibitors, out of an expected 40 (compared to around 100 at non-virtual events).

Based on the above, it is expected the budget will be positive to the tune of around 6 kdollars. If the number of delegates exceeds 1000, some funding may be available for further Catscan development.

Rowan Dowd (former IPAC'19 LOC Chair and member of the IPAC'21 OC/SPC) is involved in the negotiations with IPAC'21 relating to Catscan development, and also Asian student support.

Ivan warns the IPAC'21 people to check the e-mail utility since a number of mails were found in SPAM for other events. We don't know if it's the mail servers or SPMS.

Note from Christine: There are 120 Email errors in IPAC'21 that the SS should look into.

5. TM'21

Ivan reports that when he mentioned to the IPAC'23 (Venice) LOC Chairs (Elettra and INFN Legnaro) that JACoW's TM'21 would normally take place in Europe, they agreed Italy would be a natural host for it.

Since the first IPAC'23 OC is to take place hopefully in-person in Venice in December, it was proposed that TM'21 might take place in downtown Trieste, just prior to or following that meeting. Ivan confirms this invitation would have the support of Elettra, which very successfully hosted two previous TMs.

Chris proposes that, in view of the special circumstances due to Covid, JACoW Management accept the invitation without the usual call for bids from the Team.

Ivan is asked to convey JACoW's thanks to the Elettra Management and the IPAC'23 Chairs. He will explore possible dates, possibilities for accommodation, meeting rooms, etc. As soon as possible dates are available, Christine will prepare a mail to inform the Team and invite them to reserve the dates and seek their management approval to attend. More information will be provided later in the year when the Covid situation becomes clearer. Preparation of the programme, and need to foresee at least some of the presentations via zoom, might begin in August/September.

6. AOB

David reports that Josh has pushed out a new version of the search tool with some exciting new features. It is published with the JACoW.org urls.

7. Next BoD Meeting

The next BoD meeting will take place on:

6 May, 2021, at the "usual" time.

Notes prepared by Christine.

Annex 1: JACoW SPMS/Indico features comparison, Ivan Andrian.