

# **NOTES OF THE 20<sup>th</sup> JACOW BOARD OF DIRECTORS MEETING HELD VIA SKYPE Wednesday, 17 April 2019 at 14:00 CEST**

Present: Ivan Andrian, David Button, Christine Petit-Jean-Genaz, Todd Satogata, Volker Schaa

## **0. Notes of BoD'19 which took place on 2 December, 2018 at TM'19 in Cape Town**

Christine will complete and distribute the Notes of BoD'19. The draft Notes already circulated are agreed.

## **1. Status of TM'19 Organization and Possible Actions Needed**

The first discussions on the organization of TM'19 will take place during IPAC'19.

David informs the BoD that he and Ruby are expecting a happy event on 10 November. They are heartily congratulated and the BoD will make every effort to free David from some of the tasks of organizing the TM programme. He has done this very efficiently over the last few years, but it is a significant workload and some support will be necessary.

If the programme organization is to be shared then thought is needed as to which tool would be appropriate. Time is being set aside during IPAC'19 for a BoD meeting, as well as some planning with our Brazilian colleagues.

Possible extra help might come from the US, Charlie, or Evelyn ...

The BoD also notes that Ketel Turzo will leave Ganil and Adeline Jeanne is taking over the Scientific Secretariat for IPAC'20.

## **2. Status of PitStop Licenses (separate e-mail between Todd and Ivan)**

Ivan recalls Todd's mail concerning a Pitstop license for himself. Ivan bought the last licenses for Acrobat and was lucky to get discounts from an Italian company that billed to EPS and EPS paid the company. That is his preferred system. He proposed to do the same with Pitstop, but the company says they can't recognize EPS as an educational entity for the discount. Ivan returned to EPS asking whether

they had a preferred seller in France. Unfortunately they do not. Ivan contacted a French Pitstop seller for a good discount. Unfortunately he has had no time to follow this up, so it is on his to do list.

## **3. IPAC'19 and Reference Checking Tool + Word Parser**

Congratulations to David and Josh for the development of the tool to check formatting, styles, references, etc!

David is satisfied with initial feedback and hopes this sews seeds for further development. The tool will be usable by any future conferences using SPMS.

It is agreed that it should be presented to the Stakeholders and SPC Chairs. The tool is useful for authors and editors alike.

David recalls the MEDSI presentation at TM'18 concerning the cost of outsourcing to external companies. It is of course possible, but it is far less sure that the final product rivalises with what JACoW is doing.

Todd mentions three actions:

1. Present the newly developed tools to the Stakeholders in Melbourne.
2. Recall they were becoming necessary in view of the substantially extra workload to improve references and citations, requested by the community at large, and the increase in costs to achieve this via more editors.
3. For continued investment Mark Boland in his role as Chair of the IPACC might be asked to bring this up at IPACCC to see how support in the future might be secured.
4. **China National Knowledge Infrastructure (CNKI) e-mail to Ronny and my response on 7 January 2019)**

Ronny Billen received a communication from CNKI in January proposing to publish JACoW papers on their support.  
sent it to the BoD in January.  
Following discussion, it is decided not to pursue this path.

#### **5. Stakeholders' and SPCC Meetings during IPAC'19 (Agenda, invitations, updating of lists, etc.)**

The BoD and Stakeholders meeting are already scheduled.

Since lunch is included in the registration fee, it is decided that the Stakeholders meeting will start as usual on Thursday, from 12:15 to 14:00. This meeting will as usual address publication issues.

The meeting of SPC Chairs, together with LOC Chairs, and if necessary, OC Chairs, will take the form of a one hour meeting following the poster session on the Tuesday evening. Following an introduction from Ivan, the BoD will interact with the SPC Chairs on issues relating to the Collaboration during an aperitif. This meeting will address issues relating to the running of the

Collaboration, sustainability, supporting the TMs, the development of tools, etc.

Chris will prepare to prepare the agendas and mailing lists

#### **6. AOB**

##### *1. Yong Ho Chin*

Chris has been asked to write an obit from JACoW. She welcomes photos and input from other members of the BoD.

##### *2. SCOPUS and Web of Science (CPCI – Conference Proceedings Citation Index)*

The reason for not accepting us in SCOPUS or Web of Science is the fact that we have not been obtaining ISSN numbers, meaning the events are non-serial.

Volker is going to follow this up and set about obtaining ISSN numbers for all JACoW events.

##### *3. Problem installing Pitstop*

Todd got Pitstop working with the key Volker sent him. He will follow up with Chris during IPAC'19 on installing Pitstop on her machine.

Notes prepared by Chris.