

NOTES OF THE 41st JACoW BOARD OF DIRECTORS MEETING

29 September, 2021

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

1. Approval of the Agenda of JBoDM#41 and the Notes of JBoDM#40

The Notes of BoD#40 are approved without modification. The Agenda of BoD#41 is approved with the addition of one item under AOB, Elections.

A short discussion takes place concerning the likelihood of BoD Members being able to travel to the TM. Only business critical travel is currently allowed at ESS so Johan will find it difficult to justify TM'21. David and Regis will not be able to attend in person. Ivan is local and will attend in person. Christine's attendance will depend on whether her expenses can be covered.

2. Actions Outstanding/Continuing Discussion:

BoD39 item 2: Linac'20 Request to Insert Video Link, Action on Ivan to report back

Ivan contacted Peter McIntosh and explained the BoD proposal explained in BoD#40 Notes:

*In view of the exceptional circumstances due to Covid-19, and to respect JACoW regular policy, it is suggested that a solution might be to prepare a Linac'20 entry pageholder, similar to those prepared for regular conference proceedings, containing the poster, the programme, perhaps an overview of the event, the committees, a Chairman's Foreword, etc., with an **unlinked** hyperlink to the conference website. Ivan will propose this possibility to the Linac'20 organizers.*

The Linac'20 organizers are happy with the proposal and are preparing the material accordingly.

BoD39 item 4.1 Setting up an Indico Working Group, Specification of Future Development and Simultaneous Testing, Future of the Central Repository, Cost to JACoW for CERN Hosting JACoW-Indico, etc.

A meeting is shortly to take place between Thomas Baron, Ronny Billen, Ivan and Christine to review what is currently in JACoW-Indico compared to the original specification, and with a view to preparing a list of features for development during the coming 3-year period.

BoD39 item 4.2 JPSP-NG WG, sponsorship of an additional developer for 2 to 3 years to work on this financed by a laboratory or by IPACs, '23, '24 and '25

Ivan reports that he is waiting to hear from Ralph Assman, the IPAC'23 Chairs and the IPACCC people involved.

BoD39 item 4.3 Future of CatScan and Reference Search Tool

David has some feedback from the Rosemary's former Group Leader. He is responsible for a new project and will see an increase in his staff, however all but 3 are on fixed term contracts. He is positive about promoting JACoW to incentivize the staff, but the time is not yet ripe.

David will contact Rosemary at some time to sound her out as to her own interest in pursuing JACoW tool development.

3. Indico Testing Status

Christine reports that she has reached the JFIC testing stage where programme codes are assigned to posters. This paves the way for paper upload, followed by testing the editorial module.

Under SPMS, programme codes are used as the unique identifiers of papers uploaded to proceedings. Indico does not require programme codes, however, JACoW wishes to retain the notion of programme codes since they are recognizable by the whole community by providing the date/type/time etc. for participants, and more importantly for the assignment of DOIs and ISSNs. David adds that they are also required for the reference tool.

Unfortunately, the functionality in Indico for automatic assignment of programme codes, and multiple programme codes, is sadly insufficient or missing altogether. While some effort has been invested to assign contributions to sessions, there is no numbering and no possibility to sort – as for example according to JACoW's "village system". Neither does the notion of sorting by "submitter" exist.

This renders the task to assign programme codes to events the size of IPAC with 1500 posters, an inordinately difficult task.

Indico's view is that this functionality is too JACoW-specific to deserve development for the more generic Indico. A workaround was suggested by Indico consisting of exporting data for sorting outside of Indico and reimporting it.

Christine is concerned about this attitude. She feels that JACoW is investing in Indico to adapt Indico for the JACoW community, not to simply improve Indico for the Indico community.

An example is the editorial module. The Indico team decided this is useful for the Indico community, so they created a separate module – a plugin – to cover this functionality.

Christine would appreciate more discussion with the Indico team to underline the importance to the JACoW community of the automatic assignment of programme codes, with sorting possibilities, as well as other less than satisfactory features.

Unfortunately, the previous 3-year project was carried out without a sufficiently close communication with JACoW experts, and the importance of certain JACoW functionality was insufficiently appreciated. Better communication as the development was taking place could have averted some of the current difficulties.

A meeting will shortly take place between the Indico team, Ronny for CERN's Accelerator Department, Ivan and Christine for JACoW. A review of the original specification compared to the development should establish not only the essential features JACoW would like to see implemented, but also the path forward on the issues such as the future of the Central Repository, JPSP, etc.

Ivan appreciates Indico's fear of implementing a specific logic, but what we can't accept is Indico's refusal because our needs are "particular".

A new Indico developer will shortly start work for the coming 3-year development. JACoW's list of essential features needs to be reviewed and agreed. If certain features cannot be incorporated into Indico, then the Indico developers need to ensure there is a method to achieve these features outside Indico, as for example for the editorial module.

Johan feels that a similar development to adapt JPSP to Indico would be extremely beneficial. Ivan feels this should be on the list of features to be discussed with the IPAC'23 management and that Ralph Assman is aware of this.

The status of Indico for JACoW needs to be established promptly, and we need to identify essential features for the future development. We need to describe essential functionality, whether inside or outside of Indico.

Once plug-ins are developed, they should remain stable. If Indico were upgraded, the plug-in scripts would need to be updated, and we need to know how this would be handled.

Indico participation at the Pre-TM in Trieste is essential to clarify the above issues. Demonstrations of Indico for specific activities should also be included in the programme since several upcoming events (FEL'22 and IPAC'23) are now getting under way with Indico.

Ivan would like Elettra programmers to take part in such a discussion on specifics. Those laboratories that have adopted Indico might also be interested in learning of JACoW enhancements. Non-JACoW Indico users might be interested in the JACoW initiative.

4. JACoW 2021 Team Meeting

A certain amount of TM information is now published at the website, describing a tentative overview of the programme. to be in-person with zoom, streaming and recorded presentations. The registration form which provides for three types of registration needs to be tested.

We will encourage a virtual registration fee for ALL Team Members not participating in person to cover the higher IT costs.

The tentative deadline for activities proposed at the last meeting is updated as follows

1 October: Deadline for website online

10 October: Tentative registration

10 October: Deadline for publishing the agenda/programme in detail:

27 October: Confirmation of attendance/Fee payment

7 November: Hotel accommodation reservation deadline

7 November: Final programme

The BoD discussed how to adapt the TM to this hybrid model with in-person participation together with zoom and recorded presentations. A get together via zoom with drinks (virtual or real ...) as previously organized would be positive for a re-getting together following the 2020 gap.

Issues discussed were: the length of the TM (3.5 days), adapting presentations to allow for maximum participation by those zooming in, allowing more time for breaks, reducing the duration of some presentations, allowing more time for Q&A. A talk describing the difficulties of hybrid/in-person/zoom and consequential proceedings production difficulties might be interesting for those interested in the experience of events that have tackled these issues over the last 18 months.

5. AOB

1. Outstanding from BoD#35, 25 February, 2021

Document prepared by Chris: Discontinued SPMS Support from Fermilab

Document prepared by David: BoD Briefing of JACoW Tools and Specification of JACoW Requirements for the Organization of Events

Chris' document is finished. David will pick up where he left off. Ivan will pass the document on to the IPACCC as a basis for continued discussions around support for JACoW.

Elections and Succession planning

In response to Ronny's request for guidance, the BoD referred to the Charter (<https://www.jacow.org/About/Charter>).

It feels there should be a call for candidates addressed to the JACoW Team. According to the Charter, the Team is as follows:

II Representatives of the JACoW Collaboration conferences:

- a) **Conference Editors**--past, current, and future--in each of the conference series, nominated by each

Conference Chair, with a changeover once the “current” conference has taken place.

III Individuals, who may be former editors, or other persons with competences required for the ultimate goal of prompt and professional electronic publication.

(Chris needs to update the list published here: <https://www.jacow.org/About/TeamMembersRoles>).

Proposals for candidates should be **mailed** to Ronny who should set a deadline in advance of the TM.

The list of candidates should be published at the wiki.

The vote should take place according to the Charter, i.e. in view of the exceptional circumstances, those eligible may vote by mail, or via a specific tool (to be explored).

Action: Chris to contact Ronny to convey the above and call for a deadline, comments, etc.

6. Next BoD Meeting

The next BoD meeting (#42) will take place on:

Thursday, 28 October, 2021 at the usual time

Notes prepared by Christine.