

# NOTES OF THE 42nd JACoW BOARD OF DIRECTORS MEETING

## 28 October, 2021

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

### 1. Approval of the Agenda of JBoDM#42 and the Notes of JBoDM#41

The Notes of BoD#40 are approved without modification. The Agenda of BoD#41 is approved without modification.

### 2. Actions Outstanding/Continuing Discussion:

*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.*

Ivan reports on the zoom meeting between JACoW (Ivan, Christine, Ronny) and Indico (Thomas, the 2 Pedros, Adrian). Notes taken by Thomas are here:

<https://codimd.web.cern.ch/hDXOxDsRSOWTqa2Hi17bg?view#>

The meeting was positive and prepares the way for the coming three-year collaboration. A good Indico participation at the Pre-TM and TM proper can be expected, when a clear list of the functionality still missing from the previous 3-year development needs to be understood, and a list of deliverables for the coming 3 year period should be agreed with timelines, and good communication around each feature being developed to avoid misunderstandings.

Ivan reports that the IPAC'23 OC/SPC/LOC Chairs met late July and were favourable to searching for funding for a developer to work half time for 2 years on the issues that are not the responsibility of Indico.

Unfortunately, the issue was forgotten during the summer. Ralph Assmann, IPAC'23 OC Chair has recently contacted several institutes in Europe to contribute to this project. Johan is aware of this through his management. On the question of funding, it is understood that EPS-AG funds are off limits. IPAC'23 might be called upon to cover at least part of the costs, probably entailing an increase in registration fee.

Christine is concerned that in this scenario JACoW tools development appears to be the concern only of Europe. She feels that the whole IPACCC (3 past, current and 3 future IPAC OC Chairs) should be involved in planning, and funding. The current IPACCC Chair is the IPAC'22 OC Chair. JACoW issues should not be shouldered by Europe alone. JACoW is an international collaboration based on good will. Its support should be a concern for all regions, with all IPACs sharing the

organizational and financial burden since JACoW.org is a worldwide resource.

David notes that IPAC'19 invested in the development of the References Search Tool and the Catscan. It handed on funding to IPAC'21 and '22. Asia has good people who could contribute to future developments.

This is actually how JACoW has functioned since the beginning. Each major conference contributing a little more to bringing JACoW to the hugely efficient conference organization and publication setup it became.

Ivan notes that the IPAC'23 OC/SPC (which includes representatives from Asia and the Americas) will continue this discussion at its meeting in November. He is hopeful that some solutions may emerge, but if essential functionality is unlikely to be available in time, he has not excluded going to Plan B, SPMS.

The ensuing BoD discussion focuses on "essential missing functionality" for IPAC'23. This is primarily the publication package, JPSP. If the publication scripts developed by Volker can not be adapted to work on Indico in good time, it would be necessary to continue with SPMS until such a time as they are available.

Ivan clarifies that we are talking about a staged development:

- a) Volker updating his scripts to work over Indico for FEL'22 and IPAC'23, as well as other events wishing to use Indico,
- b) A completely new tool based on modern technology for the future, possibly based on a specification developed together with Volker.

For a) Volker's input is key to defining the "essential" parts of his scripts for publication and adapting this to Indico in time for possibly FEL'22 and definitely IPAC'23. He will be contacted by Ivan to ensure his participation and a deadline.

#### **Action: Ivan to contact Volker**

Far more effort is required for b) since a specification covering all necessary functionality must be written from scratch. Part of this effort may be funded from good will, part may require an injection of financial support, hopefully from the whole community. The JACoW WG needs to work out its roadmap during TM'21. Good people need to be identified. Zhizhu Chen from Shanghai is mentioned as a good person to bring on board.

Progress must be made on the above during the IPAC'23 OC/SPC meeting, and the Team Meeting. By

January Ivan needs a commitment and timelines that Indico-compatible JPSP will be available in time for the coming events for which he has responsibility.

Volker's scripts have served JACoW well for many years now. The problem is that he has been alone to develop and manage them. Such responsibility depending on one person is not sustainable. It is hoped that in the future more developers will understand the process and be available for development and improvement.

*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 is still working on his document. It will be distributed shortly. With BoD input Ivan will pass this on to the IPACCC as further background for JACoW support discussions.

### **3. Indico Testing Status**

Christine reports that she has reached the JFIC testing stage where programme codes were assigned to oral contributions (no method is currently in Indico to automatically assign programme codes to posters via a criteria). She entered the names of a group of volunteer testers as primary authors. At her request, Volker prepared a set of dummy papers and the primary authors/volunteer testers were contacted to download their contributions and upload them to Indico.

First reactions are:

- a) It does not appear possible for primary authors to edit the title/abstract/authors of their contributions – this is being checked out with the Indico team
- b) Any files with any file name can be uploaded – the programme code is not enforced – the consequences of this need to be discussed and a policy decided. Is it necessary to enforce the programme code for upload? Are there consequences for JPSP?

Once a reasonable number of papers are uploaded volunteer editors will be called upon to test the procedures around the editorial module, the upload/download, the logs, exchanges with authors, dotting board, etc.

In response to a request from Christine, David volunteers to take responsibility for testing the editorial module, and writing up the documentation, continuing with what Christine has produced so far. They will work together to smoothe the transition. Christine and Ivan will make Christine's

### **4. JACoW 2021 Team Meeting**

Tentative registration shows 42 persons have registered:

- remote participation via zoom: 28
- participation in TM+pre-TM: 5
- normal participation: 10

Ivan has contacted all registrants with instructions for payment. Christine will check the registrants and the conference series represented to update the kickoff session page on the wiki. Conferences and series not represented will be contacted to nevertheless pay the registration fee. This is necessary to be able to cover the cost of IT, zoom, etc.

Invitations to the Pre-TM have been sent. Christine has received no responses for the time being – though the registrants list provide a first overview.

The TM Programme has been distributed to the BoD for comments. With a little more tweaking Christine can contact the speakers.

Simultaneously the programme, without speakers, must be entered into the Indico TM'21 instance and in the wiki so that the "regular" presentations can be made as usual in this manner. Christine mentions Ivan's proposal to include his colleague Massimiliano Iungo in this task. Massimiliano will also be working with Stefano on IT during the TM.

Christine suggests that she, Ivan and Massimiliano decide the exact method of organization to organize presentations via zoom.

Ivan has doubts about the "poster session" in the past format. Christine included this in the programme until participation would become clearer. It could be maintained as a zoom session where each conference could submit say 2 slides each. The session would allow a little time for remote delegates to say a few words.

Christine feels David would be an ideal person to organize this session since he made such a good job of the previous ones ...

### **5. Elections and Succession Planning**

The BoD agrees with the suggestions made by Ronny. Christine will send the mail proposed. A new page might be created at the TM site to describe the procedure.

### **6. Next BoD Meeting**

The next BoD meeting (#43) will take place on:

**6 December, 2021 at the usual time**

Notes prepared by Christine