NOTES OF THE 25th JACoW BOARD OF DIRECTORS MEETING
Thursday, 26 March, 2020

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

1. Approval of JBoDM24

There is a brief discussion on the Notes of BoD24.

On Item 1, Christine apologizes for not having yet acted on:

a) creation of a first WG page, and contacting Maggie on the creation of WG pages for the other WGs, plus a page for completed projects;
b) contacting the proposed WG leaders to request confirmation of their willingness to lead the groups, a brief introduction for the Webpages on the scope of the WG and progress, and to report back periodically to the BoD

Action: Christine to tackle the above

On Item 3, Regis reports that approval has been obtained for Gustavo to join the team organizing TM'20.

The BOD24 Notes are approved without modification.

2. SCOPUS Situation, including formation of a Working Group, and an Ethics Statement

Volker has been exploring how JACoW conferences may be included in SCOPUS and Web of Science for some years now.

The BoD is reminded that indexation of JACoW conferences in SCOPUS follows numerous requests from the accelerator community. If JACoW conferences are indexed in SCOPUS, their visibility/value is improved via the impact factor. The careers of many people working in the field of accelerator research and technology rely on their papers being published in Journals with good impact factors.

Requirements for obtaining ISSNs have evolved, or become better understood, in recent years. These requirements may now be met:

- each page of each contribution must include the ISBN, ISSN and DOI (possible via Volker's scripts)
- each set of conference proceedings must include an Ethics Statement, an example of which is published here:

https://www.jacow.org/About/PublishingPoliciesEthics

- reference/citation formatting must be in line with Journal publications, now standard practice for JACoW events,
- each paper must be reviewed both at abstract submission, and at publication (by the SPC and Editors respectively).

With the above, it appears that JACoW papers should now qualify for ISSNs, and thus indexation in SCOPUS.

That being said, it appears that it may sometimes also be a question of *who* at SCOPUS receives the requests ...

While Volker had originally enquired with the International ISSN Registrar in Paris, and later the national German Registrar, it now appears more efficient to make official requests for JACoW events via the Swiss Registrar because JACoW conference proceedings are published in Switzerland.

For historical reasons, a few JACoW conference series already have ISSN numbers (IBIC and Linac). When Volker attempted to re-generate the proceedings of Linac'16 to include ISSNs, as a trial prior to re-generating older sets of published proceedings, he ran into a problem with the XML output, due to modifications made to SPMS in recent years, for example the introduction of multiple programme codes.

Volker has been attempting to modify his scripts to fix the XML output problem but he has been considerably hindered by the pain in his hands which has slowed progress.

In conclusion, Volker needs to review his scripts to fix the XML problem, to be able to regenerate older conference proceedings and be able to bring them all up to date, once JACoW conferences gain approval from the Swiss ISSN Registrar for "series" status.

In response to a proposal from Ivan, Volker agrees that 6 months sounds like a good time frame for him to re-work the scripts, when a formal request to the Swiss Registrar may go forward.
Action: Volker to understand problems with XML so JPSP will work on older sets of conf. Proceedings. Review in 6 months (September 2020).

JPSP WG
Ivan mentions the JPSP WG, and asks whether Volker, once he has solved the XML output issue, is willing to share the re-running of his scripts on the past conferences

with members of the WG. Volker is happy to agree. In an earlier BoD discussion, Johan volunteered to join Volker in the JPSP Working Group. Volker may have ideas for other members to share the load.

JACoW safe harbour

During the discussion on this subject, it appears that JACoW's lack of a "moral/legal" status complicates efforts to obtain support from the accelerator community. This has been discussed each time JACoW's sustainability was in jeopardy.

Christine suggests exploring possibilities for JACoW to in future be recognized under the umbrella of another recognized moral/legal entity. EPS-AG, ICFA, IUPAP come immediately to mind. There is general agreement for her to explore this with her contacts around the world involved in the past with these groups.
Action: Christine to explore where JACoW might find a harbour ...

ORCID IDs

A project to include ORCID IDs in JACoW SPMS profiles was suggested several years ago.

Volker has been in intermittent contact with Matt to create a new field in SPMS, into which might be imported existing ORCID IDs, or into which authors could enter their ORCID IDs themselves.

Since the Central Repository will remain the backbone of JACoW proceedings, even after Indico is introduced, it makes sense to pursue the introduction of ORCID IDs since they are used more and more widely.

Volker agrees to contact Matt again, and ask whether he might make the introduction of this field, and importation of ORCID IDs into SPMS his "farewell" gift to JACoW. He will also ensure that ORCID IDs are included in JPSP in the future.
Action: Volker to contact Matt on introduction of ORCID IDs in SPMS profiles.

3. American JACoW Regional Support Centre (SPMS) Closure at FNAL

Matt Arena's mail informing JACoW that FNAL will no longer support SPMS at FNAL came as a shock. Volker responded to the mail, addressing the question as to which Regional Support Centre should host the old SPMS instances currently hosted at FNAL.

Volker's preference is in favour of the KEK Regional Support Centre, essentially because access to old/repatriated instances at CERN is so difficult due to high security.

While losing Matt/the American Regional Support Centre is already a blow, it also means JACoW is without an SPMS Developer with knowledge of PLSQL. Moving to Indico will of course eventually offset the inconvenience for the conference instances, but maintenance of the Central Repository, which is absolutely essential to scientific programme management and publications production, needs to be secured.

Christine recalls that when EPAC went over to Oracle, she worked with a young CERN trainee, Pascal Leroux, who created the very first Oracle Profiles/Affiliations Directories around the year 2000 in PLSQL. Pascal joined several JACoW Team Meetings around that time. He is still at CERN working in the Accelerator Sector.

It is agreed that Ivan will contact Ronny to discuss the feasibility of Pascal being loaned to JACoW as part of the Indico Project to initially take over Central Repository maintenance, and to join the team working on the development of the Indico plug-in.
Action: Ivan to contact Ronny on the feasibility of Pascal Leroux becoming the interim SPMS Developer, also joining the part of the Indico project to transform the Central Repository into an Indico Plugin.

4. IPACs '20-24

Ivan reports that due to the coronavirus pandemic, and the impossibility to hold IPAC'20 as foreseen, the LOC/OC/SPC have been exploring options:

a) complete cancellation of the event in 2020,
b) organizing a "virtual" event with oral presentations, or
c) postponing IPAC'20 to '21, and re-scheduling the other already agreed events to the following years.

While IPACs '21, '22 and '23 would be able to re-schedule to the following year, IPAC'24 (Nashville) poses a problem, due to the fact that IEEE has already signed several contracts, leaving them open for huge penalties.

Laurent Serani contacted JACoW to ask whether remote processing of the 80 or so oral presentations would be feasible. A rapid response was requested to enable the IPAC organizers to obtain a complete overview of the consequences of each option.

During discussion it is established that editing papers/transparencies for approximately 80 oral presentations would be a feasible **workload**. The downside however lies in having appropriate software installed on remote computers, the feasibility of untried remote desktops, as well as finding editors who would be allowed to edit papers during their normal working hours.

Christine asks whether one might imagine organizing a limited team of 4 or 5 editors working for 3 or 4 days at Caen, whenever it is safe to travel again.

Ivan feels this could be an option, though since we don't know how long the coronavirus situation will last, he would prefer the remote option, with virtual computers, understanding however the risks as mentioned above. This would be a really exceptional action to support our French colleagues, and most certainly not a potential future procedure.

Action: Ivan will contact Laurent with the BoD's response.

5. Next TM

David expresses concern about the feasibility of holding TM'20 due to the upheaval of covid-19. It is more than likely that travel in the foreseeable future will be limited, and that budgets will be strained.

We would normally have begun thinking about the TM'20 programme during IPAC'20. Due to the uncertainty of the situation, it is decided to contact our Thai colleagues to ask their opinion. We might suggest a review of the situation in July or August and decide at that time whether to maintain November 2020, or postpone to a later date.

Action: Christine will contact our Thai colleagues on the above and ask what repercussions there might be to cancelling or postponing the meeting.

Due to lack of time, the remaining items, Succession Planning, and the Service Agreement, are postponed to the next meeting.

6. Next Meeting

Suggested date: Thursday, 30 April, 2020 at 12:00 CET.