

# Chairman's Report 2006-2007

Volker RW Schaa

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# Introduction

## **JACoW's Role**

- To publish member conference's proceedings on the Internet at JACoW.org
- To provide support to member conferences by means of tools for conference organisation, proceedings production and shared software licenses.

## **The Conference Role with respect to JACoW**

- To deliver a complete set of files which are compatible with JACoW's requirements in a WWW-ready format.

## which means ...

- The proceedings preparation and production is the responsibility of the conference.
- The JACoW Team will provide help to conferences but this has to be at the cost of the conference and on a 'good will' basis.

# An Observation by the Retiring Chairman, John Poole

- JACoW is an Open Archive and our tools provide everything needed to set up and run a conference, process the papers, referee them and prepare the complete set of documents for publication.
- Publishing houses are now offering publication in Open Archives of refereed papers but the cost is between \$500 and \$1000 per paper and much of the work still has to be done by the conference organisers. In addition, the author (or rather his institute) is required to pay.

# Highlights Since EPAC'06

- Indore Team Meeting was cancelled because not enough people could attend (only ~7 people not from Indore signed up).
  - Note that the previous meeting in Frascati had 30 delegates.
- In order to give additional support to the APAC editorial team, two days of training were scheduled ahead of pre-conference paper processing and five experienced members of the team helped with processing.

# Highlights - II

- A Team Meeting was held in March at Trieste and 16 people attended.
- Video conferences had been established to FERMILAB, Argonne Lab and CERN to get in contact with those colleagues who couldn't attend the meeting
- The main topics were the JACoW Proceedings Scripts Package (JPSP), editor training, conference reports and technical matters.

# Outcome of the Spring Team Meeting

- New Chairman chosen
- Proposal for a new organisational structure was agreed.
- Deputy Chairman chosen
- The number and type of templates to be provided by JACoW was reduced from 24 files to 8.
- It was agreed to produce an editors handbook based on the editor training presented in Indore.
- It was agreed to build a prototype InDiCo-JPSP package
- A plan was agreed to establish the SPMS documentation
  - A Wiki at Trieste

# Highlights – III

- There was an invited talk on JACoW at the HEP Information Summit held in June at SLAC.
  - The main points of interest to the meeting were the JACoW website and its performance and the publication model (conference pays for Open Archive publication, rather than the author)
  - There was not a lot of feedback from the meeting, just a number of comments about how successful the website is and how much the service is appreciated by the community.

# Highlights – IV

- A new search engine was installed in March.
  - The JACoW system is based on a custom interface which builds the query string which is sent to the CERN intranet search engine. The new search engine is from *FAST* and it certainly lives up to its name. In addition to the better performance, the results are returned in a cleaner way.
- Currently 58 sets of proceedings are published.

# Highlights – V

## SPMS

- A special meeting was held at FNAL in Sept. 2006 to discuss and improve the registration module and the implementation of role based functionality. Following the meeting a new version of the software was released.
- APAC had particular difficulties with their installation of SPMS and the database was moved to CERN
  - This was accomplished in a couple of hours and was transparent to the users.

# New Organisation

- The situation is now clearer with respect to the management of JACoW and the roles of the various actors are better defined.
- The Steering Committee no longer has editors as members but is composed of the decision makers from the conference series together with the JACoW officials.
  - Note that editors therefore have no vote at the Steering Committee.
- There are a number of new roles defined.
- Several new faces joined the team.

# Regional Support

- For some time there has been unofficial support for SPMS at CERN and FNAL. Experience has shown that it is very efficient to install SPMS in an established environment (APAC07 was a good example of this) and this has driven the wish to have regional support centres.
- FNAL and CERN are now official regional support centres and it is hoped that KEK will join shortly.

# Definition for Regional Support

- A JACoW regional support centre should supply the host environment for the JACoW tools for conference organisation, management and paper processing (SPMS). This requires that there is an Oracle system capable of installing the JACoW software, the provision of Oracle system support, an Oracle Application Server and someone responsible for JACoW systems support.
- Institutes accepting this role are required to guarantee continuity for an initial three year period and to agree to give one year's notice of the termination of such support. The JACoW Proceedings Scripts Package (JPSP) is not included in this support because it does not run in the regional support centre.

# The New Faces/Roles

Chairman	Volker Schaa, GSI
Deputy Chairman	Ivan Andrian, Sincrotrone Trieste
Secretary	Christine Petit-Jean-Genaz, CERN
Regional support manager Europe	John Poole <sup>†</sup> & Ronny Billen, CERN
Regional support manager N. America	Matt Arena, FNAL
JACoW Webmaster	John Poole <sup>†</sup> & Ronny Billen, CERN
KEK Mirror Site Manager	Yong Ho Chin, KEK
SPMS Repository Content Manager	Christine Petit-Jean-Genaz, CERN (followed by Michaela Marx, DESY, after EPAC08) <sup>†</sup> Until September 2007

# The Financial Contribution

- At the Team Meeting it was felt that it is important that Conference organisers recognise that they have a responsibility towards JACoW. The Team has been frustrated on a number of occasions by the lack of support from the member conferences. It was agreed that an undertaking to provide some funds for JACoW should be one of the conditions of membership. Hence:

*Each conference agrees*

- *To make a financial contribution of at least 2500€ to JACoW costs **if requested to do so by the JACoW Chairman.***

- JACoW has no facility to manage funds and it was felt by the Team that it is not worth the investment in terms of legal and administrative measures to create such a facility, given the small amounts involved.

# More on Finance

- This 2500€ amount was chosen as being the typical cost of sending one person to a Team Meeting. It is a significant amount but certainly small in comparison to the cost of a conference or the cost of publication elsewhere.
- It should also be noted that the wording says 'at least 2500€' meaning that this is the minimum amount and larger conferences could be asked for substantially more.
- It is worth mentioning that the chairman is only likely to ask for funds in exceptional circumstances and therefore most conferences will never have to spend this.
- Regular JACoW expenditure goes on software licenses and domain name fees and runs at about 1000€ per annum.

# InDiCo – JPSP

- A very significant development this year has been the construction of an interface to the JACoW Proceedings Script Package (JPSP) for the European InDiCo system which is in use at many laboratories around the world.
- Like SPMS it is possible to dump metadata from InDiCo to an XML file and the JPSP take this data together with PDF files of contributions to build the proceedings (website, abstract brochures, proceedings volumes)
- A prototype was successfully built for the ABDW on Energy Recovery Linacs.

# Future Plans

- SPMS Documentation has been a matter of concern for a long time. Two initiatives were launched at the Team Meeting in March.
  - A Wiki has been set up at Trieste.
  - A basic structure for the documentation has been defined.
  - And a substantial amount of useful information has already been gathered.
- The next Team Meeting is planned to hook up with ICALEPCS in Knoxville mid October.
- We got an invitation from Shin-Ichi Kurokawa-KEK, Japan for the 2008 Team Meeting.