



15th IPPOG Collaboration Board Meeting, held at CERN and online November 30th, 2023

<https://indico.cern.ch/e/ippog-cb-2023-autumn>

Collaboration Board Meeting Organisation

The 15th IPPOG Collaboration Board took place at CERN (building 6 room 2-024). Members unable to join in person connected by Zoom.

The meeting was chaired by Pedro Abreu (in person) and Claire Adam (remotely). The meeting started at 1:30 pm (CERN time).

Establishment of quorum

Composition of IPPOG at start of meeting:

- 33 countries
- 7 international collaborations
- 1 International laboratory
- (1 Associate Member - National Laboratories (GSI))

A quorum requires representation from 2/3 of the 41 members (at least 27) at the beginning of the meeting. There were 34 members represented:

13 online, 16 in person, 5 proxy
establishing a quorum.

Members and proxies present for this meeting.

	Country / Lab / Expt.	Representative / Proxy
1	GEORGIA	Alexander Sharmazanashvili
2	CERN	Ana Godinho
3	SLOVENIA	Anja Kranjc Horvat
4	GERMANY	Christian Klein-Boesing
5	GREECE	Christine Kourkoumelis

6	The NETHERLANDS	Clara Nellist
7	ALICE	Despina Hatzifotiadou
8	LHCb	Despina Hatzifotiadou (proxy)
9	HUNGARY	Dezso Horvath
10	ITALY	Ezio Tarassa (proxy)
11	IRELAND	Dale Lawlor (proxy)
12	NORWAY	Farid Ould-Saada
13	SWITZERLAND	Farid Ould-Saada (proxy)
14	CMS	Freya Blekman
15	SOUTH AFRICA	Gillian Arendse
16	CZECH REPUBLIC	Vojtech Pleskot
17	DESY	Thomas Naumann
18	SLOVAKIA	Ivan Melo
19	SPAIN	Jesus Puerta Pelayo
20	AUSTRALIA	Jesus Puerta Pelayo (Proxy)
21	SWEDEN	Jonas Strandberg
22	POLAND	Krzysztof Wieslaw Wozniak
23	BRAZIL	Marcelo Gameiro Munhoz
24	MONTENEGRO	Natasa Raicevic
25	FRANCE	Nicola Arnaud
26	ROMANIA	Paul Gravila
27	PIERRE AUGER	Raul Sarmento
28	PORTUGAL	Ricardo Jose Morais Silva Goncalo
29	BELLE II	Rok Pestotnik
30	BULGARIA	Roumyana Mileva Hadjiiska

31	HAWC Collaboration	Ruben Alfaro
32	FINLAND	Sami Lehti
33	USA	Spencer Pasero
34	ATLAS	Steven Goldfarb

Others present in the meeting.

Scientific Secretary & Head of Communications	Fabiola Cacciatore
IMC co-coordinator	Uta Bilow
IMC co-coordinator	Kenneth Cecire
IPPOG Administrative Student	Jana Fiserova
GSI	Ralf Averbeck
Fermilab	Rebecca Thompson
CMS	Sofia Hurst
Particle Therapy Masterclasses Coordinator	Yiota Foka
Administrative Support	Zoe Nikolaidau
Financial Support	Zornitsa Zaharieva
Riga Technical University	Gundega Horste

Welcome to the Collaboration Board and Introduction of the New Representatives.

New representatives:

Raul Sarmiento : Representative of the Pierre Auger Observatory

Gillian Arendse : Representative of South Africa

Clara Nellist : Representative of The Netherlands

Approve collaboration board minutes:

No comments or oppositions to 14th Collaboration Board meeting minutes (Sofia, Bulgaria, May 2023).

Update on Potential Members:

Latvia : ready for IPPOG signature to be done at the end of the CB meeting

Lithuania : TBD

Estonia : TBD

Canada : Stalling

Morocco : TBD

Pakistan : No news

Nepal : No news

Vote : Acceptance of Latvia's accession (represented by Riga Technical University) in IPPOG

34 votes yes, no against and no abstained.

Questions:

There were no questions.

Preliminary

2024 Spring meeting : News

Vote : Acceptance of the dates for the 27th IPPOG meeting in Madrid (22-23-24 April 2024)

34 votes yes, no against and no abstained.

Jesus Puerta Pelayo (Spain Representative) presented slides with news regarding the Madrid meeting.

Highlights:

- The preliminary draft agenda reflects the standard operating procedure of IPPOG meetings.
- The panel discussion will be on Energy.
- Evening event related to CERN70 (TBC)
- On the following Thursday there will be public event (masterclasses) focused on teachers and students.
- CIEMAT will be the only location of the meeting.
- Working in progress to have a sponsor for the budget of the dinner.
- Midnight coordinator will present an inspirational success story.

Comments and questions :

Yiota Foka highlights the significance of this topic in the energy panel and provided the opportunity to promote this type of application through the IPPOG working group "Applications for Society", considering that the story which the group is writing precisely concerns accelerators and nuclear waste. She requests experts to collaborate on this project.

Pedro suggests opening it to the general public interested as well.

No objections and no other comments.

Author List discussion

Claire Adam (IPPOG co-chair) expressed gratitude to all representatives for their valuable contributions to the extensive discussions on the forum list. She marked that it is important for people to stay in the list which fits best for them (country or experiment/lab).

Regarding the author list discussion from the previous day's general meeting, Claire observed that there is still much work ahead, particularly concerning the acknowledgment process.

She presented the collaboration author list strategy, with the preliminary file available on the website. She outlined three key points:

1. Proposing the merger of the core team and forum lists into an author list.
2. Establishing a rule to update the list at least once a year.
3. Discussing the format of the list.

Comments and questions were raised during the discussion:

Ezio Torassa (Italian proxy) highlighted the inclusion of individuals not officially listed as a common practice in many experiments.

Claire proposed a flexible approach, allowing a short list of individuals to sign, with a credit to IPPOG "this work has been developed within the IPPOG collaboration" to accommodate different situations.

Rok Pestotnik (Belle II representative) proposed to decide the authors based on the proposed articles, allowing members to agree or disagree.

Freya suggested giving individuals the option to opt in or out, acknowledging the challenge to follow all the edits.

Claire highlighted the complexity of managing in and out lists and outlined the next steps:

1. Allowing forum members to opt-out.
2. Mechanism for circulating drafts in time.
3. Monitoring and handling opt-out cases.

Farid Ould-Saada (Norway representative) emphasized the need for a plan to clarify these changes and proposed documenting the discussion for further adjustments and voting at the spring meeting.

The endorsement of the update procedure has been delayed for further clarification.

No further comments or questions were raised.

Vote :

1. Acceptance of the Author List to be composed of all members in the IPPOG Forum plus the IPPOG Coordination Team: 34 votes yes, 0 votes against, 0 abstained.

2. Preference for the Author List order: 31 for alphabetical order, 0 for structured order, 3 abstained.

Preliminary

Approval of the 2024 budget proposal

Pedro described the financial table.

The full financial document is available on Indico with detailed expected revenue, proposed expenditures, human resources and a projected balance sheet.

Questions and comments:

1. Yiota Foka (Particle Therapy Masterclasses Coordinator) raised a point regarding the missing budget for her contribution as the coordinator of the Particle Therapy masterclass.

Pedro will modify the table adding the contribution.

2. Nicolas Arnaud (France representative) noted the absence of mention and description of the new role given to Beatrice Bressan as an advisor in the CT. Claire explained that considering Beatrice's position and background, the chairs opted for a light entry into the Coordination Team without a significant economic impact. Claire described Beatrice's role as providing external support without financial weight. Pedro specified that since IPPOG won't be hiring her, she is not mentioned in the financial list.

Steven Goldfarb reminded that next year the fees need to be reviewed, but Pedro corrected him, stating that this will occur in 2025.

Farid emphasized the need for careful budget management in achieving a zero balance at year-end, stating that we shouldn't throw money away but be more flexible in specific cases. Pedro clarified that IPPOG absolutely does not waste money, but in the past, there were constraints on spending for various reasons. All the funds are used to highlight IPPOG activities or fulfill previously committed engagements.

There were no more questions.

Vote : approval of the proposed budget for 2024
34 votes yes, no against and no abstained.

2024 Autumn meeting

Vote : approval of the 28th IPPOG autumn meeting 2024 at CERN
34 votes yes, no against and no abstained.

AOB

Nicolas pointed out tensions impacting the image of IPPOG. Farid stressed the need for an IPPOG code of conduct. Pedro and Claire agreed to propose one at the next CB meeting, inspired by CERN's.

If needed, a specific ethic committee could be setup.

Steven emphasized not to underestimate the importance of the annual report, highlighting that submitting it each year is crucial for IPPOG's image.

Preliminary