



# Report from the Pre-Team Meeting

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**Voluntary Chair of the Pre-Team Meeting**



JACoW Team Meeting, HsinChu, Taiwan, November 2023

# Purpose of the Pre-Team Meeting

- Prior to the Team Meeting, the JACoW Board of Directors and some invited experts sit together to:
  - ❖ Take stock of the past year: the good, the bad and the ugly
  - ❖ Identify the most important issues that JACoW is facing
  - ❖ Establish an action list and roadmap
- **Participants:**
  - ❖ BoD: Meghan McAteer (partially, remote), Jana Thomson, Volker Schaa, Johan Olander
  - ❖ TM Experts: Takashi Kosuge, Ronny Billen, Ivan Andrian, Stefano Deiuri, Jan Chrin, David Button, Josh Peters, Duarte Galvao
- **Format**
  - ❖ A list of topics for discussion established by Meghan
  - ❖ A few reports/presentations
  - ❖ Minutes taken by Jana (36 pages)

# Reports & Discussions on Sunday

- **Regional Support Center (RSC) reports - Ronny**
  - ❖ Support provided since last TM on results and problems -> presentation after coffee
  - ❖ Discussion on the biggest risks (security)
- **Indico activities - Duarte**
  - ❖ What to expect from future release, in general and specifically on JACoW functionality
  - ❖ Brainstorming on future technical alternative solutions
- **Cat Scan & Reference Search - Josh**
  - ❖ Fantastic tools for authors, improving quality of the papers -> Must use!
  - ❖ Performance improvements, feedback forms
- **Architecture of the tools & interfaces - Ivan**
  - ❖ Brainstorming led to a Monday developer breakout session
- **Central Repository Management – Johan**
  - ❖ Accounts – profiles – affiliations – mailing list subscriptions, all in SPMS
  - ❖ Labor intensive maintenance, options for future migration

# Reports & Discussions on Monday

- **Future problematic visualisation of PDF files – Volker**
  - ❖ Improved archiving requires labor intensive checking and regeneration of the pdf files
  - ❖ Some files with corrupted metadata cannot be found by the search engine
- **Onboarding new conference instances - Johan**
  - ❖ Get essential set of names for roles in the conference
  - ❖ Action: Jana for requirements, Stefano for the form implementation
- **Information management: Wiki & Github – Meghan**
  - ❖ Review, rationalization, simplification, delete content on SPMS
  - ❖ Missing workflow for authors; impose certain choices
- **JACoW Collaboration Model & Sustainability**
  - ❖ There's no free lunch in the Universe. Collaboration or Service, but who provides the necessary resources. Giving the facts to the Stakeholders
- **Technical breakout session on Indico – Duarte & Josh**
  - ❖ Very positive, feasible ideas on current missing functionalities