Minutes of the BCS IRSG Committee Meeting

01 February 2022

Zoom Video Conference convened at 17:00 (London)

Present

Udo Kruschwitz [UK] (Chair), Tony Russell–Rose [TRR] (Vice-Chair), Steven Zimmerman [SZ] (Minutes), Ingo Frommholz [IF] (Treasurer), Haiming Liu [HL], Frank Hopfgartner [FH], Jochen Leidner [JL], Yashar Moshfeghi [YM], Krisztian Balog [KB], Annalina Caputo [AC], Graham McDonald [GM]

1. Apologies and Minutes of Previous IRSG Committee Meeting

Fabrizio Sebastiani [FS]

Agreed Minutes approved

2. Actions arising from May 2021

Action Number	Action	Action on
Oct 20.01	To set up repository with IRJ agreement and other documents that should be readily accessible to IRSG committee members	[MW/SZ] Carry forward
Oct 20.02	To write a support letter for ESSIR, [With Joao from ECIR 2020] to determine what to include in this letter	DONE
Oct 20.03	Informer needs a different strategy for finding authors	DONE
Oct 20.04	To clarify / formalize agreement between CLEF and ECIR	DONE
Oct 20.05	Provide suggestions to KB for Keynote Speakers	DONE
Oct 20.06	Assign role of content manager during next committee meeting (in Jan 2022)	DONE SEE PT 5 BELOW
Oct 20.07	Co-opt Analina as ECIR 2023 chair in Jan 2022	DONE
Oct 20.08	Add ECIR 2024 BIDS to agenda in January	DONE
Oct 20.09	Eventbrite link created and running	DONE
Oct 20.10	All who want to remain as members please follow instructions on website for elections	DONE

Oct 20.11	Add as agenda item for January to identify new committee member to take on KSJ chair role next year	DONE
Oct 20.12	Add as agenda item for January for someone to take on Strix role	DONE
Oct 20.13	Schedule a meeting after elections to further discuss topic and produce more formal summary	DONE
Oct 20.14	Please let IF know ASAP of any upcoming budgetary requests	DONE
Oct 20.15	Confirm with ISKO our support	DONE
Oct 20.01	To set up repository with IRJ agreement and other documents that should be readily accessible to IRSG committee members	DONE

3. Items Agreed by email
   None

4. Chair's report

   Discussion: UK brought up the issue of BCS requirement that ½ of committee members are also full members of BCS. The BCS has provided us with a code for a 20% discount on membership. It was determined that UK, YM, TRR and IF are full members.

   Action: UK will forward BCS discount for membership to IRSG committee members

   Decision: UK will cast vote for BCS Special Committee Nominees on behalf of IRSG

   Action Feb 01.02: UK will cast votes for Daljit Banger and Jo Stansfield

   Kerry Wear has contacted us with questions regarding the preparation of video recordings at Search Solutions 2021. HL volunteered to pick this up.

   Action Feb 01.03: HL to contact Kerry Wear to sort out recordings of Search Solutions 2021.

5. Committee membership and roles
   Decision: GM to take on role of 'Early Career Advocate'

   Action Feb 01.04: YM to explore ideas for expanding diversity

   Discussion: UK brought up the role of content manager for IRSG Website. With the new Website hosted by the BCS this will no longer involve adding content to the site but to communicate with the BCS with any updates and making sure that content is uploaded properly

   Decision: TRR will take on role of 'Content Manager'

6. ECIR 2022

KB reports the following

- Still plan in-person conference
- Hybrid is part of conference
- ~150 registrants so far (70% plan to attend in person)
- Very good sponsorship.   Many initially turned down, but then committed at end of 2021. Sponsors include Google, Amazon, Bloomberg, SIGIR
- 23 proposals in for industry day
- Professional A/V team hired to run hybrid model. To keep costs down, conference is run as single track
- Proceedings have been sent to Springer

7. ECIR 2023

AC reports the following

- Organisation meeting planned for later in the week
- Hotel confirmed
- Search for venues and banquet has begun
- Website should be up shortly
- Plan is to run conference as hybrid

8. ECIR 2024

Action Feb 01.05: UK to make announcements at ECIR to solicit interest in hosting

Action Feb 01.06: UK to prepare Call for Bids to host ECIR 2024 ahead of next committee meeting

9. Search Solutions 2021

Search Solution 2021 was again held as an online event. It was well-received and considered very successful. It was in particular noted that Martin White has done an excellent job with format and procurement of speakers.

Records have been made and are in the process of being made available on the Website (see earlier point in Chair's Report).

10. Planning Search Solutions 2022

Agreed: We run Search Solutions during our usual days. This year tutorials on Tuesday 22nd, main lectures on 23rd

Action Feb 01.07: IF to book rooms

Action Feb 01.08: TRR to start organising Search Solutions 2022. Anyone interested in joining the organising committee to contact UK.

11. KSJ Award

JL reports the following

- KSJ Award sent to Norway
- Only 2 candidates this year (both outstanding). It would be good to have more candidates from underrepresented communities
- We need to find someone to shadow JL to take on role of panel chair. The role is 3 years, shadowing would commence immediately

Action Feb 01.09: ALL to consider taking on the role of KSJ panel chair and contact UK if interested. Direct questions to JL.

12. ICTIR report

FH reports

- No updates since last time
- A reminder that ICTIR will be co-located with SIGIR

13. Tony Kent Strix Award

AM (Andy MacFarlane) term ended in November. Thank you again to AM for many year of service

Decision: GM will take over role as Strix IRSG representative

Action Feb 01.10: UK to connect GM with Strix award panel

14. Budget

IF reports the following

- Rollover funds need to be spent. A total of £3966.00 by August
- Request that some of the funds be spent on travel costs for IF, HL & YM to FDIA school in summer

Discussion on funds:
- SZ suggests we consider other expenses such as informer revamp. TRR mentions this may be quite affordable if we use simple template.
- TRR suggests the looking into options of capital expenditure, e.g purchase of literature for BCS
- UK suggests that we cap FDIA expenses at some amount

Action Feb 01.11: IF to compile and send the expected costs for FDIA. Should include a) breakdown of all items b) case for covering expenses of all 3

Action Feb 01.12: UK to keep call for bids for 1-day events on the agenda

15. Informer

How to get more contributors?

JL proposes that we approach folks early in research, such as PhD students who just had doctoral consortium

ActionFeb 01.13: ALL brainstorm ideas about improved contributor strategy for the next meeting.

1900: TRR logs off

16. Publication strategy group

Findings of the publication strategy group had been distributed to the committee via email. It had been decided that this issue will need to be discussed in a dedicated meeting.

Action Feb 01.14: YM to send out doodle on public strategy group meeting

17. AOB
None

18. Next meeting

Action Feb 01.15 [UK] to send around doodle to find meeting for sometime in May

19. Actions Arising From Meeting

Action Number	Action	Action on
Feb 01.01	To set up repository with IRJ agreement and other documents that should be readily accessible to IRSG committee members	MW / SZ
Feb 01.02	Cast votes for Daljit Banger and Jo Stansfield	UK
Feb 01.03	Contact Kerry Wear to sort out recordings of Search Solutions 2021	HL
Feb 01.04	Explore ideas for expanding diversity	YM
Feb 01.05	Make announcements at ECIR 2022 to solicit interest in hosting ECIR 2024	UK
Feb 01.06	Prepare Call for Bids to host ECIR 2024 ahead of next committee meeting	UK
Feb 01.07	Book rooms for SS 2022	IF

Feb 01.08	Start organising Search Solutions 2022 and contact UK if interested in joining the organising committee	TRR/ALL
Feb 01.09	Consider taking on the role of KSJ panel chair and contact UK if interested. Direct questions to JL.	ALL
Feb 01.10	Connect GM with Strix award panel	UK
Feb 01.11	Compile and send the expected costs for FDIA.	IF
Feb 01.12	Keep call for bids for 1-day events on the agenda	UK
Feb 01.13	Brainstorm ideas about improved contributor strategy for Informer for the next IRSG meeting	ALL
Feb 01.14	To send out doodle on public strategy group meeting	YM
Feb 01.15	Send around doodle to find meeting for sometime in May	UK

Meeting Closed 19:02