

**Meeting of the JCDL Steering Committee, June 15, 2011, 7:45 AM
Minutes**

Present:

Steering Committee:

Ed Fox (Chair, At-large member)
Sally Jo Cunningham (At-large member)
Richard Furuta (TCDL Representative)
David Hicks (SIGWeb Representative)
Ronald Larsen (At-large member)
Edie Rasmussen (SIGIR Representative)
Rudi Schmiede (At-large member)
Ingeborg Solvberg (At-large member)
Shigeo Sugimoto (At-large member)

Guests:

Glen Newton (Chair, JCDL 2011)
Karim Boughida (Co-chair, JCDL 2012)
Barrie Howard (Co-chair, JCDL 2012)
Stephen Downie (Presenter, Conference proposal for JCDL 2013)
Robert McDonald (Presenter, Conference proposal for JCDL 2013)
George Buchanan (Presenter, Conference proposal for a future JCDL)
Jose Borbinha
Michael Nelson
Andreas Rauber
Unmil Karadkar (Recorder)

Absent: ---

Minutes:

1 Conferences

1.1 Wrap up of JCDL 2010 (reported by Gary)

- Gary will send around the exact numbers

1.2 Intermediate Report from JCDL 2011 (reported by Glen)

- 260 total registrations, based on the number of badges handed out
- 180 for the full conference and 80 for workshops and tutorials only
- Tutorials and workshops pay for themselves after the second person because the conference is hosted on campus and JCDL is not paying expenses for reserving rooms

1.3 Planning of JCDL 2012 (reported by Barrie Howard)

- Location: Washington, DC

- Conference will be hosted by George Washington University in the heart of DC
- The conference will not be cheap due to the location.
- Weeks on either side of the conference have been blocked off due to major events in the DC area.
- Would like to move the paper submission deadline to mid-January.
- Create a template to be used by future JCDLs for consistent branding.

Suggestions for improvements for JCDL 2008:

- Plan for a backup location in case DC gets too expensive or we cannot find hotel or conference rooms due to other events.
- Explore hosting ancillary meetings at the LOC or host the conference at UMD.
- Main conference would run from M-W.
- Possibly, move the PC meeting to mid-February instead of moving the paper submission deadline.

1.4 Proposal for JCDL 2013 (presented by Stephen Downie & Robert McDonald)

A proposal for Atlanta was expected but not yet made.

University of Illinois at Urbana-Champaign and Indiana University proposed to co-organize JCDL 2013:

- Location: Indianapolis, Indiana (Chicago would have been too expensive)
- Potential dates: June 2-7, June 9-14, June 23-28 ()
- Venue: IUPUI
- Benefits of venue: good room rates (around \$149), availability of campus, ease of networking (streamed keynotes, if necessary), museums, close to airport, serviced by major airlines, restaurants nearby
- UIUC aims to involve masters students. Stephen will be Associate Dean for Research in 2013 and is thinking about involving other library schools in the region to attract their students to JCDL

Suggestions for improvements/next steps for preparing JCDL 2009:

- Potential scheduling conflict with other conferences should be checked; it would be good to avoid an overlap with Digital Humanities and Open Repositories conferences
- Some universities are still in session during early June
- Program committee chair(s) should be familiar with JCDL quality, practices, and norms

Decision for JCDL 2013

- JCDL steering committee accepted the proposal for JCDL 2013 to be held in Indianapolis unanimously.

1.5 JCDL 2014 and beyond

- George Buchanan presented a preliminary proposal for London
- Several library departments in the city
- Easily reachable

- Open University in Islington will host.
- The university's Business Design Center will help mitigate the costs. There's enough physical infrastructure.
- June is not peak season for Hotels. Around 100 pounds is possible.
- Possible co-location with TPDFL if the dates amenable to both can be found

2 Further Issues on JCDL Conference Organization:

2.1 Community building: Explore opportunities for co-location with other conferences, especially TPDFL

- Edie (JCDL SC representative on TPDFL SC) should consider creating a task force to coordinate co-located conference.
- JCDL has been a North American conference only historically. There are no restrictions on where to host it from ACM or IEEE.
- Timing of the conferences is more critical for co-location than the location itself.
- The TPDFL and JCDL SCs should discuss the issues independently and agree on a course of action.

2.2 Branding: Explore the possibility of trade marking JCDL or anything else that we think is a better name but be sure to lose our branding.

2.3 Consistency in Web presence:

- Use a consistent URL as a gateway to JCDL conference pages. For example: <yyyy>.jcdl.org or www.jcdl.org/<yyyy>.
- This will help us avoid costs for registering domain names for annual JCDL conferences.
- Unmil to look into the options and coordinate with ACM, which hosts the jcdl.org web site.

2.4 Consistent approval process: Possibility of consistent TMRP process as these are very different for ACM and IEEE?

2.5 Consistent advice for JCDL organizers: A task force consisting of Ron Larsen, Barrie Howard, and Unmil Karadkar is formed to create an online repository for providing consistent advice to future JCDL conference planners. For example, some auxiliary meetings, such as IJDL and JCDL-SC need to be scheduled during conferences.

3 Elections

- Terms Ending in 2011:
 - Fox (at-large)
 - Hicks (SIGWEB rep)
 - Schmiede (at-large)
- Need nominating committee and election to fill these positions

SC meeting adjourned at 9:30 AM

Community meeting, June 15, 2011, 12:00 Noon

Opened with Rick Furuta reporting about TCDL.

Continued with Ed presenting from the Steering Committee meeting.

See slides used.

Votes for hosting JCDL in various cities (show of hand):

Salt Lake City 40
London 35
Atlanta 28
Puebla 23
Buenos Aires 22
Florence 19
Hague 18
Rio de Janeiro 17

Ideas for other things to include in JCDL:

Practitioners' track

(Byron) Best practices for digitization or digitization

(Gary) Conf. overlaps with SLA (special libraries association), also almost overlaps with ALA summer meeting

(Gary) IA Summit, or Research Data Summit -- for other groups to work with ; maybe they should co-locate, or coordinate schedules better.

(Rick) More encouragement to organize workshops as a way to include other communities

(Karim) Invite vendors and exhibits

(Barrie) Project Management track (DLF does/did this)

(Barrie) DLF is also looking to collaborate

(Paul) TCDL Bulletin interested in publishing workshop proceedings

(Andre) Host posters online--Ed will get the posters in openSIM

(Rob) 24-7 talks -- 7 minute, 24 slide talks (refereed at OR2011)

(Rick) 24-7 for late-breaking results

(Ed) Birds of a feather?

(Ed) Remote conferencing? small charge, some interested in panels but not in papers that could be read later
