

Update on Light Peer Review at IPAC'23

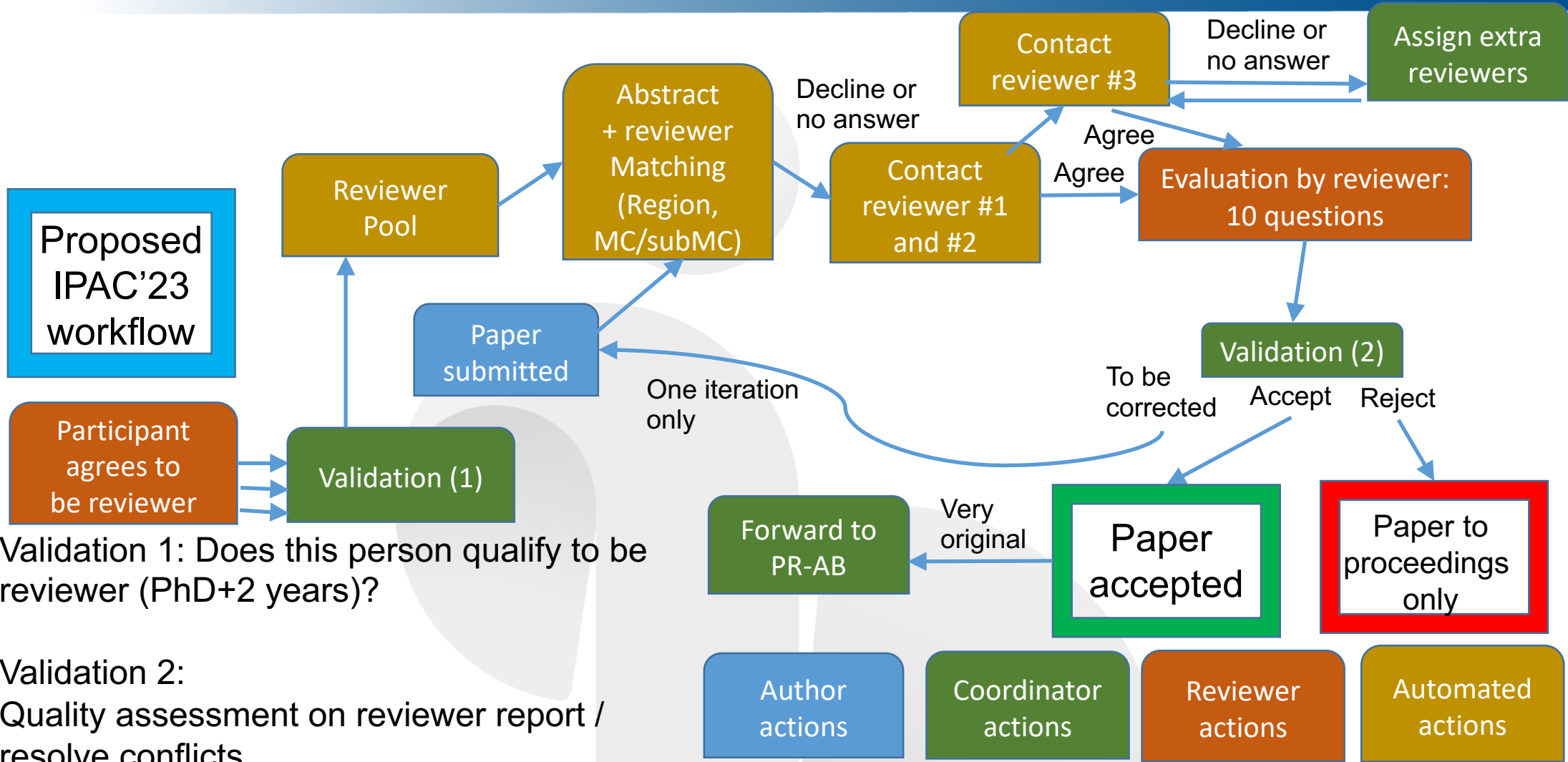
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IPAC'23, SPC3
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- **Number of papers that can be accepted:**
 - IoP has been notified that we expect between 120 and 300 papers.
- **Ongoing issue: acceptance of the papers by web of science.**
 - New submission timing seems to have eased the process.
- **Update on the workflow**
 - Instead of assigning reviewers to each paper, create a pool of reviewers and pick a matching reviewers as the need arise.
- **Update on the deadlines**
- **Composition of the SPB:**
 - Scientific Program Committee (SPC) chair as been added to Scientific Publication Board (SPB) composition



Updated workflow for IPAC'23





Updated timeline

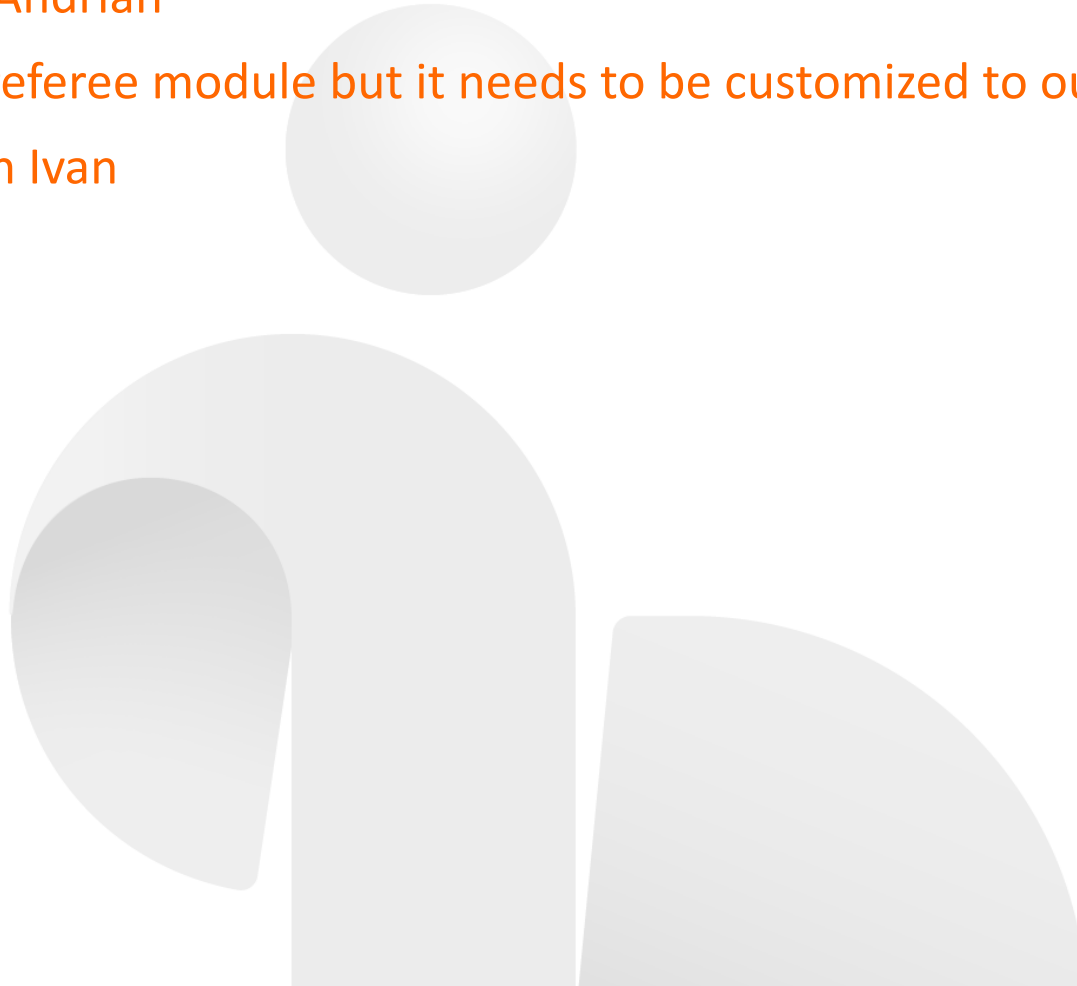
- [As soon as possible after SPC3] Reminder to all accepted abstract presenters that the deadline for LPR is Wednesday 29th March 2023 and all papers are eligible.
- [As soon as possible after SPC3] Test LPR workflow on mock papers
- Random selection of 50 abstract and referees assignment to see which problems arise.
- [25th March 2023] Saturday IPAC-7 weeks: Reminder LPR submission – 1 week
- ~~[29th March 2023] Wednesday~~ **Saturday April 1st** IPAC-6 weeks: LPR Submission deadline (5 weeks before deadline for other papers; both deadlines being on Wednesday 23:59)
- After early bird registration deadline:
 - Send reviewer agreement form to all registered participants (except students) and all papers authors
 - Create poll of reviewer with MC compatibility
- [3rd April 2023] Monday IPAC-5 weeks: Deadline for primary reviewers acceptance
- [11th April 2023] Tuesday IPAC-4 weeks: 1st reminder to 1st round reviewers [Note: Monday is bank holiday – easter Monday - in several countries]
- [13th April 2023] Thursday IPAC-4 weeks: Final reminder to 1st round reviewers
- [14th April 2023] Friday IPAC-4 weeks: Deadline for 1st round evaluation
- [18th April 2023] Tuesday IPAC-3 weeks: Extra Deadline for 1st round evaluation
- [21th April 2023] Friday IPAC-3 weeks: Deadline for 1st round judgement by MC coordinators
- [25th April 2023] Tuesday IPAC-2 weeks: Deadline for resubmission
- [2nd May 2023] Tuesday IPAC-1 weeks: Deadline for 2nd round evaluation [Note: Monday is bank holiday – 1st May - in several countries]
- [3rd May 2023] Wednesday IPAC-1 weeks:
 - Deadline for proceedings papers
- [5th May 2023] Friday IPAC-1 weeks:
 - Deadline for final judgement by MC coordinators / SPB
- [1st July 2023] Deadline for sending papers to IoP

- Opt-out: upon submission, authors will be told their paper will be considered for LPR unless they opt-out (tick box)
- The limit of 300 papers accepted for LPR is set by the IoP contract
- Two other limiting factors may contribute:
 - Referees availability: if there is a lack of referees in some MC, fewer papers from that MC will be accepted, even if there are submitted on time and with the 300 first papers
 - Processing capability: new workflow => processing capacity is unknown
- About the deadline:
 - Within the limiting factors, we will be flexible on the submission deadline for a few days.



Transition to indico

- Discussion with Ivan Andrian
- Indico already has a referee module but it needs to be customized to our needs
- Work in progress with Ivan





Paper processing by SPB

- **Upon reception of the 2 referees reports:**
 - If the two reports agree to accept or to reject:
 - Notification to MC coordinator + SPB chairs (not to all SPB)
=> if one of them validates the decision, it is considered as accepted
 - In case at least one of them disagrees => conflict resolution
 - If one report rejects and one accepts or ask for minor modifications:
 - Notification to MC coordinator + SPB chairs (not to all SPB)
 - Wait 24h to let other express their opinion
 - In case of disagreement => conflict resolution
 - If minor modification + accept
 - Notification to MC coordinator + SPB chairs (not to all SPB)
=> if one of them validates the decision, it is considered as accepted
 - In case at least one of them disagrees => conflict resolution
 - **Conflict resolution:**
 - Paper + reports forwarded to all SPB
 - Wait 24h (1st round) or 48h (2nd round) to let everyone express their opinion
 - If no clear majority within SPB, decision by SPB chair

- Some reviewers seem to apply the same standards than for PR-AB which is way too high for LPR.
 - *Reminder:* Some aspect or part of the work must be **original** or demonstrate clear progress over other reports of the work.
 - *Papers will be ranked on a scale of originality:*
 - Please rate the originality for the paper (a paper does not need to be fully original to deserve publication as part of the IPAC light peer review)
 - [Radiobox: No originality; incremental work on a previous result; re-use of previous results in a new context; original work]
- **Very little papers have been forwarded to PR-AB in past years**
 - *A check box will be added for the reviewer to suggest forwarding the paper to PR-AB (with the authors' approval).*



- **Proposed algorithm:**
 - Group papers & referees by MC (or sub-MC).
 - Assign to each paper a complexity factor (number of continents involved * 10 + number of countries involved)
 - Start with MC with fewer referees
 - Start with papers with highest complexity
 - Randomly assign 3 referees to the paper.
 - Check that the referee do not come from the country of any authors. Otherwise randomly assign another referee.
 - Someone selected as 3rd referee for one paper can also be selected as 3rd referee for 2 others papers (but not as 1st/2nd referee).
 - Once all papers have 3 referees, remaining referees become available to another MC (if they have selected one).
 - Process the other MCs by increasing number of referees available.
- **Algorithm to be tested**



Reminder: Peer Review General Policies for IPAC'23

- Papers will be rejected if a submission or correction deadline is missed.
- Papers are rejected if the review process is not completed by the end of the conference week.
- Each paper shall have two (2) reviewers (~~plus one (1) spare reviewer~~).
- Single-blind review (where the reviewers are unknown to the authors).
- A reviewer shall not know the identity of the other reviewer assigned to the paper.
- A reviewer shall not contact an author directly concerning their paper.
- Reviewers shall not make any personal remarks, or comments that may betray their identity, when entering the instructions for requested correction/revision of the paper.
- Reviewers must not referee papers of which they are authors or co-authors.
- Only a single cycle of correction(s) by the author(s) is permitted; such cycle shall include the opportunity to respond to correction requests from both reviewers.
- Decisions of the SPB chief shall be final.



LPR organization for IPAC'23

- LPR is managed by the Scientific Publication Board (SPB)
- The SPB acts much like the editorial board of a journal.
- SPB membership: has changed over years:
 - The 16 SPC members + three regional chairs (present, past and future) [19 members]
- The present chair, or chief, is from the host region.
- The SPB chairs from the other two regions ensure continuity.
- SPB has administrative support from a person expert in the indico peer review module – typically the scientific secretary.
- In the case of disputes, the present/active SPB chair's decision shall be final.



Peer Review Acceptance Criteria (from IPAC'20)

- The published work **must not contain clear errors or important factual mistakes**.
- The paper **must include own work**, performed by the authors and not published elsewhere.
- Some aspect or part of the work must be **original** or demonstrate clear progress over other reports of the work.
- The presentation of the results **must be understandable**.
- The paper must be in **good English**.
- Work and related **results by others must be referenced and properly acknowledged**.
- The paper must include **references to literature** that are appropriate.
- Papers are considered **not-correctable** and therefore rejected in following cases:
 - The whole Ansatz is wrong.
 - The work is from somebody else or claiming authorship from somebody else.
 - Requested changes are not implemented in time.



- SPB membership:
 - 3 regional SPB chairs (present, past and future)
 - 17 SPC members (SPC chair + 2 coordinators per MC)
 - => 20 members
- For IPAC'23:
 - No future chair for IPAC'24
 - SPB chair is also MC8 coordinator
 - => 18 members in total



Thank you