

Statute of the 1st Transnational Round Table on Magnonics, High-Frequency Spintronics, and Ultrafast Magnetism (TRTM 2024)

This Statute describes and explains the aims and rules governing the organisation of the Transnational Round Table on Magnonics, High-Frequency Spintronics, and Ultrafast Magnetism (“the Round Table”).

Aim

The Round Table is an International Conference, whose defining aim is to offer an inclusive platform for efficient exchange of ideas, knowledge, and expertise in magnonics, high-frequency spintronics, and ultrafast magnetism, which

- stimulates community building, inter-community dialogue, and cooperative approach to research pathfinding and responsible innovation both within the involved topics and beyond their disciplinary boundaries;
- lowers barriers for participation related to one’s career stage and availability of funding;
- removes barriers for participation related to irrelevant individual differences.¹



Origins

The idea of this Round Table and its format emerged as a result of experience in organising the International Seminar and Workshop “Magnonics: From Fundamentals to Applications” (“the Workshop”) held in Dresden (2009) and then the International Advanced School on Magnonics (“the School”), held in Santa Margherita Ligure (2012), Exeter (2016), Kyiv (2018), and Porto (2022). The programmes of both the Workshop and the School routinely included not only magnonics per se but also high-frequency spintronics and ultrafast magnetism. Furthermore, founded as an advanced training facility, the School ended up including not only tutorial talks and lectures but also reports of latest discoveries, reviews of past results, and a great deal of deliberations and arguments, eventually moulded into daily round-table discussions during the School in Porto. Although unintended, this multifaceted format of the School was probably inevitable, given the diversity and non-conformist character inherent to research and researchers. So, this Round Table is an attempt to institutionalise and develop further its predecessors’ best features, explicitly augmenting them with the principles of equality, diversity, and inclusion (EDI) as the event’s core values.

Ambition

Another way to describe the ambition behind the Round Table is to create a format of face-to-face scientific dissemination that would occupy the niche similar to that of open-access publishing models that devolve assessment of a result’s importance to the reader.

Indeed, the modern landscape for face-to-face scientific dissemination is dominated by traditional, highly hierarchical conferences and workshops. Their structure includes multiple levels of differentiation of presentations (e.g. keynote, plenary, semi-plenary, invited, oral, poster), based on their importance, as perceived by programme committees and advisory boards. However, the traditional nomination and selection procedures tend to benefit established, well connected, and therefore already well visible scientists. This leads to the importance of a scientific result being

¹ These include age, class, country of origin, culture, disability, gender or gender reassignment, life experiences, marriage and civil partnership, neurodiversity, pregnancy and maternity, race or ethnicity, nationality, religion or belief, political affiliation, sex, and sexual orientation.

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sometimes substituted by the importance of a scientist or an institution, while raising unnecessary hurdles for the other researchers, including newcomers to the field.

The distinct feature of the Round Table is its simplified, non-hierarchical, bottom-up structure enshrined by this Statute. This structure considers interaction within the community and inclusion at all stages of the event organisation, promotes diversity among presenters, decouples scientific dissemination and learning opportunities from any behind-the-scenes politics, removes or weakens effects of personal biases, and enables feedback from the audience to the Round Table's future editions.

The Round Table does not aim to replace conferences and schools in their established formats; instead, we hope that the diverse event formats will complement each other, alike the open-access and traditional formats of scientific publishing.

EDI-related positive action policies

The Round Table uses the following EDI-related positive action policies aimed at non-disadvantaging anyone due to their individual differences.¹

To prioritise candidates with equal scores (in any vote), the following tie breaking priority order is followed:

1. candidates falling within the scope of EDI-related positive actions,²
2. candidates with a greater proportion of votes cast by voters falling within the scope of EDI-related positive actions,
3. all other candidates.

The need for the EDI-related positive actions to be triggered is established by the organisers, optionally requested via the person's declaration; the latter declaration shall always be optional, may only concern existence of the need for the EDI-related positive action to be triggered, and will never concern identification of the reasons to do so.

To avoid any doubts, the Round Table will never collect, store, or use information about the nature of anyone's individual characteristics.

The Round Table strives to ensure a diverse and inclusive composition of its Organising Committee and Scientific Advisory Board.

The Round Table may not be used as a platform for distribution of any views or information outside its direct scientific and educational remits.

Organising Committee

The Organising Committee of the Round Table consists of its Secretary, Topical Gatekeepers, and Local Organising Committee.

Round Table Secretary

The Round Table is administered and managed by its Secretary, Volodymyr Kruglyak, delegating some responsibilities to the Local Organising Committee, as practical.

The Secretary is also responsible for the revision of this Statute, in consultation with the Gatekeepers

² Those that are either discriminated against, or are at risk of discrimination against, or may be plausibly considered to be at risk of discrimination against due to their individual differences listed in footnote 1.

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and Scientific Advisory Board.

Topical Gatekeepers

The Topical Gatekeepers guarantee a fair implementation of this Statute.

The Topical Gatekeepers also determine relevance of the self-nominations (which includes applying to them restrictions described above) and abstracts submitted by invited speakers and other participants of the Round Table, respectively.

There are four Topical Gatekeepers, one each responsible for Magnonics (Anjan Barman), High-Frequency Spintronics (Isabella-Rahel Boventer), and Ultrafast Magnetism (Alexandra Kalashnikova), while the Secretary assumes the role of the fourth Gatekeeper responsible for interdisciplinary submissions, not readily falling within remits of one of the topics above.

Local Organising Committee

The Local Organising Committee supports the Secretary in local organisation of the Round Table.

Scientific Advisory Board

The Scientific Advisory Board prioritises selection of the Invited Speakers for the Round Table and advises the Topical Gatekeepers and the Secretary on changes to this Statute.

The Scientific Advisory Board consists of former invited speakers of the Round Table.

To join the Board, the invited speaker must attract a number of commendations (see the Feedback section) that is equal or greater than 10% of the audience (counting only those who have casted at least one commendation).

Each member joins the Scientific Advisory Board for two cycles of the Round Table organisation.

Schedule and format

The Round Table is organised annually, typically in May –June, running from Monday to Friday.

The core onsite scientific programme consists of talks and posters, typically taking place from Monday afternoon to Friday morning inclusive, and is complemented by topical panel discussions, lab tours, outreach activities, etc.

The Monday morning and the Wednesday and Friday afternoons are devoted to offsite scientific and cultural events (academic visits, excursions, leisure events).

Venue

The venue of the Round Table is selected two organisation cycles in advance of the event, with the efficiency of delivery to the defining aims and the rules outlined in this Statute being the overriding criterion.

The initial sifting of venue proposals in view of the defining aims and the rules outlined in this Statute is performed by the Secretary and the Gatekeepers.

If more than one team of local organisers and their proposed venue satisfy the defining aims and the rules outlined in this Statute, the preferred option is selected via voting by the Scientific Advisory Board.

If no alternative is proposed, the default venue of the Round Table will be Exeter and its vicinities.

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Fees

The Round Table does not subsidise its attendance by any participants.

The fees are kept at the minimal viable level by ensuring that each participant's fee includes only appropriate "per person" (e.g. catering) costs.

Every attendee of the Round Table (including any adult accompanying persons) is considered as its participant and is responsible for paying their fee by the stipulated deadline, unless they attend the Round Table with the sole purpose of supporting its organisation.

Each participant is responsible for making their own accommodation, subsistence, and transport arrangements, with information and assistance by the Round Table's Local Organising Committee.

The shared costs (e.g. the rent of premises, web support, transport, administration, prizes) are covered from sources involved in the following priority order:

1. (normal) sponsorship income and budget left over from the previous edition of the Round Table;
2. (a realistic chance) an overhead included in the invited speaker's fee;
3. (force majeure) a small overhead included in the other participant's fee.

Sponsorship and involvement in co-organisation

The Round Table encourages third parties to sponsor its activities in a variety of ways. This includes (but is not limited to) the following methods of sponsorship:

- taking part in the technical exhibition / running a technology stand;
- direct sponsoring in part or in full attendance of the Round Table by individual participants or groups of those;
- funding bursaries (which may be allocated by the organisers) for widening access and participation by underrepresented groups and communities;
- sponsoring in full a specific part of the Round Table, e.g. session, day, discussion, outreach, prize, banquet, cultural event, etc;
- making non-specific cash contributions to the Round Table's shared costs, e.g. the rent of premises, web support, transport, administration, prizes, etc.

Depending on the relative scale of a sponsor's contribution to an edition of the Round Table, the sponsor may be identified as a co-organiser of the specific edition, with the role however being always limited to its non-scientific aspects.

Invited talks

Invited talks are allocated based on speakers' self-nominations and have one of the following formats, identified by the candidate in their self-nomination:

- an in-depth report of a recent discovery (10 min for the background and motivation, 25 min for the speaker's novel results, 15 min for the discussion, impact and outlook, 10 min for questions);
- a topical roadmap (10 min for the background and motivation, 20 min for the review of the topic and most important recent result(-s), 20 min for the roadmap and outlook, 10 min for questions);
- a topical tutorial (5 min for the background and motivation, 20 min for the basics, 20 min for

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the advanced material and recent results, 5 min for the outlook, 10 min for questions);

- another format within the scope of the Round Table, as approved by the Scientific Advisory Board.

The time split is advisory, and the overall duration of invited talks in a particular year may be varied.

Contributed posters

Contributed posters may have one of the following formats, identified at the time of submission:

- a report on a complete research study of significant scientific value;
- a preliminary report for ongoing research that would benefit from additional discussion and insight;
- a presentation of a recently started (typically, collaborative) research project;
- a presentation of a newly established laboratory or team and their team roadmap;
- another format within the scope of the Round Table, as approved by the Topical Gatekeepers.

Feedback

During the Round Table, each participant casts (anonymously) their commendations for their favourite poster presentations, taking into account their declared format and excluding those co-authored by themselves or their colleagues; the numbers of commendations received by individual presenters determine the recipients of the Best Poster awards.

After the Round Table, the audience (all participants except the invited ones) cast their commendations for the invited talks, taking into account their declared format and excluding those co-authored by themselves or their colleagues; the numbers of commendations received by individual invited speakers determine their promotion to the Scientific Advisory Board.

Procedure for selection of invited speakers

Step 1. Self-nominations for invited talks to be presented at the Round Table.

Self-nomination forms are accepted continuously between subsequent editions of the Round Table, with a set of cut-off dates for consideration.

Nominations by third parties are not accepted.

Each self-nomination must contain the following mandatory components:

- the speaker's name and affiliations,
- the proposed format (i.e. report, roadmap, tutorial, or other), title, and abstract (including names and affiliations of all contributors) of the talk.

The self-nominations may also contain any of the following optional components:

- the speaker's CV,
- a supporting statement with evidence of the speaker's suitability for the role and for the proposed talk's format (report: description of the speaker's contribution; roadmap: description of either the speaker's track record in the topic or related topics, or description of the new research or technological vision to be conveyed; tutorial: description of either the speaker's track record in the topic or related topics; the description may have form of a reference to a published / posted document co-authored by the speaker),

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- name, affiliation and email of a referee (e.g. a colleague or collaborator of a suitable standing) who could confirm the speaker's fit for the role.

Step 2. Consideration of the submitted self-nominations by the Gatekeepers.

The submitted self-nominations (edited to exclude any sensitive information) are passed on to the Gatekeepers for sifting, during which each Gatekeeper answers one question:

Does the self-nomination fall within the scope of the Round Table?

Once at least one Gatekeeper answers the question positively, the self-nomination is passed on to Step 3 of the selection.

Step 3. The prioritisation voting.

The voting to select the invited speakers occurs four times during each cycle of the Round Table's organisation: in August (up to five speakers selected), October (up to five speakers plus any not selected in the previous vote), December (up to five speakers plus any not selected in the previous votes), and February (up to the number required to complete the schedule).

The voting is not held if the number of candidates (i.e. self-nominations) does not exceed the number of invitations that need to be allocated.

The voting is open for one week and is done by the members of the Scientific Advisory Board, the Topical Gatekeepers, and the Round Table Secretary, excluding anyone with a conflict of interest (e.g. representing the same institution³ or being related) with any of the candidates.

Each voter may cast zero, one or two votes for each candidate, provided the total number of votes cast by the voter does not exceed the number of candidates considered.

When more than one member represents an institution in the Scientific Advisory Board, the number of votes of each representative is reduced equally and so that the total does not exceed the number of votes of a member being a sole representative of their institution.

Step 4. Confirmation by the speakers.

Selected speakers are invited to deliver their proposed talks at the Round Table.

Within 14 days of the receipt of invitation, the invited speakers must confirm their acceptance of the invitation and rules described in this Statute.

Once confirmed, the name of the speaker is added, together with the title and abstract of their talk, to the posted programme of the Round Table.

Selection steps 1–3 are waived for the Topical Gatekeepers, the Secretary, and the recipient of the main Best Poster award of the previous edition of the Round Table.

Restrictions for selection of invited speakers

The invitation is non-transferrable and may not be deferred to a later edition of the Round Table.

The same speaker may be invited only once per three consecutive editions of the Round Table.

No two speakers from the same institution may be invited to the same edition of the Round Table,

³ Any exceptions will be made with consideration of the institution's structure and the goal of diversifying the representation in the Round Table and its organisation.

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with the exception of the last (i.e. February) selection round.³

No two speakers may be invited to the same edition of the Round Table to report on research co-authored by both of them.

To avoid doubts, the Topical Gatekeepers and the Secretary are not exempt from the restrictions.

The invitation of the recipient of the main Best Poster award of the previous edition of the Round Table is non-transferrable and none-deferrable but is not taken into account when any other restrictions are applied.

Procedures for selection of contributing participants

Applications to participate in the Round Table may be submitted any time and may include abstracts of contributed poster presentations.

The first consideration of the applications takes place by the Topical Gatekeepers shortly after the early-bird application cut-off date, typically in November, with results communicated by the beginning of December.

Depending on the demand and capacity, the organisers may have to restrict the number of participants, in which case the applications are prioritised in the following order:

1. applications that include a relevant presentation abstract;
2. all other applications.

Within each category, the priority is given to candidates falling within the scope of EDI-related positive actions, after which the time of application submission is used as a tiebreaker, if necessary.

The relevance of the submitted abstract is determined by the Topical Gatekeepers.

After the early-bird application cut-off date, applications submitted before the early-bird registration deadline are accepted on the first-come first-served basis until the capacity limit is reached.

For participants whose self-nominations for talks are rejected, the submission time of the first self-nomination is taken as the time of application.

Visas

Visa letters will be supplied by the Local Organising Committee, for which additional documents (such as a letter of support from the supervisor, a degree certificate, CV or a motivation letter) may be requested.

Changes to this Statute

The rules in this Statute may be changed as long as the defining aim of the Round Table is unaffected.

The changes are introduced, with account of feedback collected from both the participants and organisers, after each Round Table and prior to the official start of the next organisation cycle.

Transitional arrangements

The first edition of the Round Table is organised in Exeter (United Kingdom) or its vicinity.

Unless a suitable alternative is identified before the end of summer 2023, the second edition of the Round Table is also organised in Exeter (United Kingdom) or its vicinity.

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For the purpose of selection of the members of the Scientific Advisory Board and invited speakers of the Round Table, the invited speakers of the International Advanced School on Magnonics in Porto (2022) and of the International Workshop on Magnonics in Le Touquet – Paris – Plage (2023) are considered as invited speakers of the previous two consecutive editions of the Round Table who have attracted enough commendations from the audience.

It is envisaged that the rules will be unable to cater for all eventualities of the organisation and appropriate exceptions may need to be made, which however will always be consistent with the spirit of this Statute and more generally with ideas of promoting EDI principles.