ACM SIGIR International Conference on the Theory of Information Retrieval (ICTIR) 2016

Instructions for Submitting Formal Bids

About ICTIR
The International Conference on the Theory of Information Retrieval (ICTIR) provides a forum for the presentation and discussion of research related to the foundational aspects of Information Retrieval (IR), including, for example, new or improved models of relevance, ranking, representation, information needs, and evaluation. The need for formal frameworks is universal across the many applications of information retrieval. In addition to the established approaches in IR, the conference encourages the submission of papers that are attempting to define new tasks, develop new search paradigms, or apply methods from related disciplines, such as natural language processing, machine learning, statistics, or quantum mechanics. Large-scale experimental studies are not required for ICTIR papers, although solid evidence (theoretical or empirical) in support of new theories is expected.

ICTIR Steering Committee
Peter Bruza
Fabio Crestani
Susan Dumais
Jaap Kamps (SIGIR representative)
Oren Kurland (chair)
Birger Larsen
Donald Metzler
Stefan Rueger (BCS-IRSG representative)
Keith van Rijsbergen
ChengXiang Zhai
Bid guidelines

The following instructions for the formal bid for ICTIR 2016 are based on those for SIGIR (http://sigir.org/general-information/hosting-sigir/). However, there are a few important differences so please read carefully the information provided below. The deadline for submitting the formal bid is Midnight UTC Monday September 8th, 2014. Formal bids should be emailed to Oren Kurland (kurland@ie.technion.ac.il). Notifications will be sent out by Midnight UTC Monday November 10th, 2014.

Who May Bid

ICTIR will entertain bids from any group or organization, provided that the geographical constraints are met. Specifically, ICTIR 2016 will be held in a non-European location to avoid holding ICTIR and SIGIR on the same continent in the same year. ICTIR expects the organizers to be (1) recognized and active members of the Information Retrieval research community as well as (2) active participants in current and past ICTIR and/or SIGIR conferences. ACM requires that the conference chair, or chairs, and the treasurer be members of the ACM. ICTIR further expects that those individuals will also be members of SIGIR.

The Proposal

The proposal is a description of how you will address the technical and logistical issues involved in running a high quality conference in the location you propose. A few pages should suffice, but you may use more space if necessary. The ICTIR steering committee may wish to discuss aspects of the bid with the proposers prior to making a decision on the success of the bid, and so a principal contact should be designated.

The proposal should include the following information:

• Your connection to the Information Retrieval research community in general and ICTIR and SIGIR in particular. ICTIR expects that the conference chair or chairs will have extensive experience (e.g., having served in senior roles in SIGIR or related conferences) and a positive reputation in the field.

• Your experience in organizing and running technical conferences.

• If you have started to think about a team, provide that information as well. Please do not actually recruit Program Chairs, etc, as the PC chairs must be approved by the ICTIR steering committee and this does not happen until after a formal bid is accepted.

• Proposed dates. ICTIR will be held at the end of September 2016. Potential conflicts with other conferences that take place at around the same
time of the year should be considered (e.g., CIKM and CLEF). The con-
ferece is expected to be four or five days long: a day for tutorials, three
days for the main conference, and an optional day for workshops. The
paper submission deadline should be around the end of April 2016.

- The suggested conference venue. The venue should be easily accessible
for people attending from across the world. The main conference will be
single track. We expect conference registration to be approximately 200
delegates. You will need access to an auditorium that can hold this num-
ber of people for the opening/closing sessions and the main conference.
Rooms for holding tutorials and workshops should be available. In ad-
dition, there should be appropriate provisions made for holding a poster
session. Nearby places for lunch and breaks should be specified. Details
with regard to the proposed social program (banquet, welcome reception)
are also expected. Suggesting a few alternatives for a venue is an option.

- Information about hotel, transportation and living costs, including inform-
ation about how you might accommodate students at a reasonable cost
should be included. If the location has hosted other technical conferen-
ces of roughly the same size it would be helpful to know about that as well.
To help compare alternative proposals, please provide a summary of the
estimated costs for the following individuals to attend the conference: (1)
an ACM member who will attend the conference and a workshop, and
who prefers to stay in the conference hotel or comparable accommoda-
tions, traveling from Boston, London, or Beijing; and (2) a student who
will attend a tutorial, the conference, and a workshop, preferring quite
cheap accommodations, traveling from the same three locations.

- A draft budget should be provided. If your bid is successful, you will need
to complete the ACM Preliminary Approval Form and the ACM TMRF
(Technical Meeting Request Form) form. The latter asks for a detailed
budget. We suggest that you browse through http://www.acm.org/sigs/
volunteer-resources/conference_manual/3-1cfm before preparing the bud-
get draft.

- Committed sponsors (host universities may sponsor bids) should be spec-
ified, if applicable.

- The ability of the local community to provide organizational support for
your involvement in the conference (e.g., support from department chairs,
deans, or company management). Running a conference takes a signif-
ificant amount of time, and it’s important that you have a good local group of
technical and administrative people with whom to work.

- Any additional information that you think is relevant.
Important dates for formal bids

- Bid submissions: Midnight UTC Monday September 8th, 2014.