

COST Action CA20130: "European MIC Network – New paths for science, sustainability and standards"

Management Committee Meeting

Draft Agenda

From 24/08/2022 at 13:00:00 to 26/08/2022 at 17:30:00

Hybrid, 12205 Berlin, Germany

Bundesanstalt für Materialforschung und -prüfung (BAM), 12205 Berlin, Germany

1. Welcome to participants, verification of the quorum and adoption of agenda

Torben:

Welcome, emergency notes

Andrea:

Verification of the quorum: 15 country present, 5 countries online

2. Information to the MC

- a) Recap of the minutes of the last meeting, e-votes and matters arising since the last meeting

Reducing the long distance travel reimbursement Andrea Koerdt	MC-Voting	Closed	✓ Approved
All participants should be informed about new rules Andrea Koerdt	MC-Voting	Closed	✓ Approved
Increasing the reimbursement of travel expenses for Murat YILMAZ Andrea Koerdt	MC-Voting	Closed	✓ Approved
Inform the Grant Holder as fast as possible Andrea Koerdt	MC-Voting	Closed	✓ Approved
Knowing how much Budget is needed/ left for others Andrea Koerdt	MC-Voting	Closed	✓ Approved
Mandatory leadership position: The Grant Awarding Coordinator Andrea Koerdt	MC-Voting	Closed	✓ Approved
Not spend money of other positions (e.g. left over from ITC Grants, STSM dissemination) Andrea Koerdt	MC-Voting	Closed	✓ Approved
Special guests for the MC-Meeting Andrea Koerdt	MC-Voting	Closed	✓ Approved
Increasing the reimbursement of travel expenses for Elisabete Silva Andrea Koerdt	MC-Voting	Closed	✓ Approved
Grant awarding coordinator becoming Core group members Andrea Koerdt	MC-Voting	Closed	✓ Approved
Lisa Gieg (Keynote Speaker) Andrea Koerdt	MC-Voting	Closed	✓ Approved

No comments

- b) Core Group: report from the Core Group, including delegated decisions
Approval of 3 STSMs,

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1 Dissemination grant (increase from 1000 to 1500)

Only for this year

Torben:

MC-Vote: Poland, Spain, Ireland and Turkey are okay via online, no one in the room is against this -> approved

8 ITC Grants:

Please Communicate better the great opportunity, we offered ten grants and only get 8 applications

New Vice-Lead for WG3 – the current person asked for dissemination

Andre Abilio is suggested for taking the lead

We have an experienced lead and a young scientist as vice-lead

➔ Slovenia, poland, ireland (online) ok. No one in the room is against it, approved

c) Action Membership: New Specific Organizations and COST Members represented in the MC

d) Action Participation: WG membership and applications, New MC members/Observers and provisional substitution.

177 Members over 38 Countries part of COST Action

~84 from ITC countries

~91 female/84 male

~74 YR&I

Andrea wants to use the dissemination grant to Present at the ISMOS -> approved

MC: 44→ 47 (more countries Finland, Ireland, Latvia, Albania, Belgian, Bosnia and Herzegovina)

Thanks to Annie, she recruited five of this countries to COST, (applause)

d) Budget status: summary from the Grant Holder.

Michelle:

Meetings are expensive and hard to calculate, we reimburse as much as we can

STMS: we can be better here, let find more people

ITC grants: please offer this to the people in your countries

Next GP 150.500 Euro, what to do to fill the goals

e) Update from the COST Association (if representative is present)
(Svetlana & Lucia)

Lucia Forzi:

New Cost Members, now 40 COST Member, please increase the network

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Remind, no one from Russia institutes are allowed to participate due to the current situation
Reminder: promoting balances (geographical, age, gender), objectives
Three reports (after 12, 24, 48 months), Oct. 2022 e-Cost based reporting by Action Chair, the last two reports are external reviewed (Nov. 2023), keep track of all activities, start collect the information during all grant-periods, it's easier, reviews count
GP 2 during 1. Nov. 2022 to 30.10.2023, in past the budget based on the participating countries, the higher countries we get, the higher is the budget, submit the work and budget plan before end of October, unspent budget is lost, think about possibilities to use the budget in this grant period!
On website we can present special facilities or expertise

Svetlana:

Some financial information
Actual – is actual spend
Approvals – not paid yet

Remaining budget for Meetings 3369 Euro
ITC - remaining budget 2400
Dissemination and Communication – remaining budget 4869 Euro

Dissemination Conference Grant – 500 Euro (allocated 1000 Euro, committed 1500 Euro)

We didn't use training schools and virtual mobility this grant. Torben: what kind of expenses can we claim for VR? License for sharing data? – Not for data base; but licenses up to 500 Euro for zoom, Teams or so on tools, or costs for collecting data for the website or so
ITC is a grant, no invoices needed
e.g. mentorship from more experienced to new scientist
VR-Grant is also for the time aspects
Survey platform, giving all members access – do not say in the report, the money goes to the license, the purpose is to create the collaboration

Intermediate Financial Report deadline 31 Aug 2022

Info about GH trainings (FFR Webinar 08.09.22 or 27.09.22)

Respect the guidelines for visual identity

Break 14.07 to 14.45

3. Follow up and discussion on the

- a) Action management: structure, leadership positions and other supporting roles.
Mandates to the Core Group (if applicable) Idea: get one leader more per WG/ or building subgroups

Suggestion: one more vice-leader per WG or building subgroups

WG 4 has already subgroups

WG 3 has already subgroups

WG 2 is open for both

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WG 5 what's the position auf a vice-leader? – its up to the MC decision – it's up to the guys in the group

WG 1 Judith: subgroups really work in an efficient way

Maybe it is an option to prevent conflicts if you have a third person in decisions. Or if a lead-person must leave, you have more backup. Torben: but you might have reasons of tasks to fill the position of a second vice leader

Elisabeth is open for a new position; AK: Support Elisabeth and her working group to fill up the position for a second vice-leader, bring it up tomorrow in the working group meeting; we should refresh it every year; Torben: different WGs have different tasks, discuss it and bring it up again; AK: just keep it in mind, if you need this role, tell us

b) Implementation of the COST Excellence and Inclusiveness Policy

Lucia: e.g., Countries, Gender, Age Balance – inside the first report, AK: she will collect ideas from the MCs how we can implement this policy

c) Grant Awarding by the Action (Maria, Ivana, Jose)

Maria Salta

Very successful first round of grant

Lucia

You should invite the STSM to present their works – AK: each STSM makes a video

If we write a proposal, how can we claim it as cost – AK: we applied to DAAD, it counts as outcome of COST action; if someone ask you to join a proposal it is an outcome, its important for the review at the end; she will write emails to the MCs, what the MC done for the COST outcome

Torben:

Ideas for STSMs should come from the WGs

STSM

Dissemination grant

d) Progress of each working group (WG-Leader)

WG 1 (Judith)

Discussion: to the survey - People want practical advise/knowledge, they need to practice

WG 2 – Annie An-Stepec

Discussion: copy right issues for publication on website – we have currently only one, that have no copyright

Which kind of documents should be uploaded – we need to screen it first?

Where are the documents right now – on Teams

Would it be worth writing white papers for all the investigative/current-state-of-the art practices – there are a lot of reviews in the pipeline

WG 3 – Mat(thew) Snape

Discussion: date for the training schools – not scheduled yet, not a stand-alone thing, part of all WGs
Focus on metal part or still open for any material – we have to focus on ?? the needs of industry

WG 4 – Elisabeth Silva

Discussion: Jose will explain more in detail tomorrow

WG 5 – Julian Wharton

Discussion: check techniques in different labs is very important; how to engage in different ways with stakeholders, the WG could be a very good recruiting ground for young scientists for standardization, maybe a guidance document can be helpful (maybe a video interview with ??); how to choose the labs – that's part of the discussion tomorrow

Break from 16:06 to 16:20

comments from MC: thank for presentations, all want to make reviews, one aim is to bring scientist together, we should also do research and write own papers, focus on new collaborations and do better work – Judith: we are filling gaps in the reviews, if we know the gaps we can better focus the research – AK: the reviews shows us open questions, which techniques from other disciplines can be used and so on – Torben: we need to make our work attractive, have something for the academics, but also need something practical for the industrial partners – AK: to show gaps is a way to include other disciplines – Torben: and raising the level of knowledge for all, it's a process
Matt – we spoke about whitepapers, ...?

e) Science Communication Plan

Herman de Vries

Invitation to use slack for internal communication

A file storage system is not settled yet

All WGs have an own page on Website, please give input for content

Discussion: Torben: slack was very organic, website is more static; AK: maybe it would be helpful to have more information about the people, whose are in positions, e.g. WG Leaders; for the next GP we want to have videos from the ITSMs and so on, we have opportunities to fund activities e.g. video production; Torben: maybe we can be present on TikTok or so;
Can the website use translator? Can we get a Twitter account? – Herman: we don't have twitter yet

4. Planning

a. Upcoming activities

Torben:

- WG- Meeting in Plovdiv (Bulgaria) 27 and 28 April 2023
Local Organizer: Yolina Hubenova & Mario Mitov
- Potential Conference in Lisbon by Dr Silva July 2023 (TBC)
- Training's course Prague (Czech), August 22-25, 2023
Local Organizer: Jan Stouilil
- Potential Training Course in Istanbul by Dr Gerengi Fall 2023 (TBC)

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5. Monitoring and Reporting to the COST Association

AK: Quite clear now

6. AOB

7. Summary of MC decisions

- Increasing Dissemination Grant up to 1500 Euro
- DG for next year ISMOS (Andrea Koerdt)
- Vice-Lead WG 3 Andre Abilio
- Activities for the next GP

8. Closing

Svetlana

Take advantage of this meeting to shift some of the budget, maybe reimburse all people in full costs; -
AK: its already made a e-vote decision, that we use the money to reimburse more people of this meeting

Closing on 17:07 – go for group picture