

Circle: MC Members
Date: 03-03-2017
Time: 18:30 CET
Location: Room 58 ZU, Zagreb
Participants: Listed in Appendix A

Minutes of 4th MC Meeting

Minutes of 4th MC Meeting – BridgeSpec – 03.03.2017

Topic 1 - Opening and welcome by Prof. Dr. José Matos, Chair of the Action (18:30 CET)

- Tour de table/Introduction of new MC members
 - Lennart Elfgren, Sweden
 - Maria Pina Limongelli, France
- Establishment of quorum
- Reimbursement policies
 - Invitations must be accepted within 2 weeks
 - If cancelled, or not accepted, MC Members should inform Ms. Lara Leite, and suggest to contact the Substitute Member. This should be done within this timeframe

Topic 2 - Approval of minutes and matters arising of last meeting

- All minutes available in the Action website were approved
- Advisory board
 - Request to all advisory board members to have a more active participation
 - Request for more participation/involvement from industry advisory board
- R&D Subgroup
 - Few people answered to previous requests
 - Yiannis Xenidis (GR) replaced Kenneth Gavin (IR) as Leader
- National/International projects
 - Involvement of members can be disseminated by TU1406

Topic 3 - Update from the Action Chair

- Action status, including participating countries
 - Request to MC members contacts from Romania, since there is no representation
 - New MC Members
 - Proposal for Lennart Elfgren (SE) to be vice-leader of the R&D subgroup. Proposal accepted by all MC members
 - Proposal for Maria Pina Limongelli (FR) to be vice-leader of the Innovation subgroup, sharing the position with Carmen Andrade (ES). Proposal accepted by all MC members
- Dissemination activities (attachment 1)
- Action budget status – 1st Grant Period (attachment 1)
- Action budget status – 2nd Grant Period (attachment 1)
- STSM status – 1st Grant Period
 - Information available in the website
- STSM status – 2nd Grant Period

- Information available in the website

Topic 4 - **Promotion of gender balance and Early Stage Researchers (ESR)**

- COST Policies
- Excellence and inclusiveness
 - Results are good
 - More female participation is required
 - More involvement from SME

Topic 5 - **Update from the Grant Holder**

- Facts and figures on MC & WG members, gender and institutional participation (attachment 1)

Topic 6 - **Update from the COST Association**

- Increased budget for the 3rd Grant Period (+40.000,00 €)
- Proposal of budget for the 3rd Grant Period accepted by all MC members (attachment 1)
- TU1406 results assessed by Rapporteur through website by the end of April 2017
- Interim report submission until end of April 2017

Topic 7 - **Follow-up of MoU objectives**

- Progress report of working groups
 - WG2 – Performance Goals (attachment 1)
 - WG3 – Quality Control Plan (attachment 1)
 - WG4 – Implementation in a Case Study (attachment 1)

Topic 8 - **Scientific planning**

- Scientific strategy (attachment 1)
- Action Budget Planning (attachment 1)
- Long-term planning, including anticipated locations and dates of future activities (attachment 1)
- Dissemination planning, including publications and outreach activities (attachment 1)

Topic 9 - **Requests for new members**

- Romania – has a WG member
- NNC – applications for WG members from Albania and Russia

Topic 10 - **Non-COST applications**

- IPC – applications from Canada, China, South-Korea and India
- Request of support to MC Members for applications from Africa, Central & South America, Asia and Oceania

Topic 11 - Location and date of next meeting

- The next MC meeting will be in Wroclaw, Poland, on the 22-03-2018 (afternoon). The workshop will run on the 22-03-2018 and 23-03-2018.

Topic 12 - Summary of MC decisions & Closing (16:30 CET)

- Approval of minutes of previous meeting
- Approval of nominations for the Innovation Subgroup and for the Research & Development Subgroup
- Approval of WBP for the 3rd Grant Period

Sérgio Fernandes, Technical Support
COST Action TU1406

Santo Tirso, 20 March 2017

Circle: MC Members
 Date: 03-03-2017
 Time: 18:30 CET
 Location: Room 58 ZU, Zagreb
 Participants: Listed in Appendix A

Minutes of 4th MC Meeting

Appendix A - Attendance list (Country Code, First Name and Surname)

MC Meeting	
LV	Ainars Paeglitis
AT	Alfred Strauss
IL	Amir Kedar
HR	Ana Mandić Ivanković
BA	Bisera Karalic
CY	Dimos Champis
LT	Donatas Jatulis
MK	Elena Dumova-Jovanoska
NL	Giel Klanker
IT	Giuseppe Carlo Marano
MK	Goran Markovski
IS	Guðmundur Valur Guðmundsson
BE	Guido De Roeck
NL	Irina Stipanovic
PL	Jan Bien
ES	Joan Casas
PT	João Amado
PT	José Matos
SK	Josef Vican
SE	Lennart Elfgren
IE	Linh Truong-Hong
FR	Maria Pina Limongelli
CH	Martin Käser
SI	Matej Kusar
CH	Niels Peter Høj
CZ	Pavel Ryjacek
SK	Peter Kotes
RS	Rade Hajdin
DE	Ralph Holst
MT	Ruben Paul Borg
EE	Sander Sein
PT	Sérgio Fernandes
BG	Vikenti Spassov
DE	Volkmar Zabel
PL	Wojciech Karwowski
EL	Yiannis Xenidis