

Minutes

EVBRES COST Action - CA 17117

3rd Action MC

Tuesday, October 1st, 2019 from 6.00-8.00pm (Estonia time)

Room: Tõstamaa

University of Tartu Library, W. Struve 1 50091, Tartu, Estonia

1. Welcome to participants
2. Verification of the presence of two-thirds of the Participating COST Countries or, if applicable, a quorum.
The following members were present (27 out of 36 = 0.75): Norway, United Kingdom, Czech Republic, Switzerland, Italy, Austria, Denmark, Finland, Iceland, Spain, Slovakia, Poland, Slovenia, Netherlands, Malta, Montenegro, Estonia, Hungary, Latvia, Bulgaria, Serbia, Ireland, Belgium, Cyprus, Bosnia-Herzegovina, Romania, Croatia
3. Adoption of agenda.
Adopted.
4. Approval of minutes and matters arising of last meeting (Bergen, February 4th, 2019)
Approved.
5. Update from the Action Chair
 - a) Status of Action: start and end dates of Action, participating COST countries, participating NNC/ IPC institutions and Specific Organisations.
36 out of 39 possible is now participating
NNCs: Judy Makhoul, American University of Beirut, Lebanon. IPSs: Jennifer Yost, Villanova University, USA & Simon C. Lam, The Hong Kong Polytechnic University, Hong Kong
 - b) Short Term Scientific Missions (STSM): review of completed reports and new applications
Short Term Scientific Missions (STSM): Review of completed reports and new applications. In the W&BP 7 STSMs has been planned. Deadline for applications was September 30th, thus we're not fully sure about the numbers here and now.
ITC Conference Grants: In the W&BP 2 ITC grants has been planned Tamara Prevendar (suggested by Tatjana Zorcec) coordinate these
6. Update from the Grant Holder: Action budget status
Allocated budget is EUR 169 000
So far we have used:
London meeting: EUR 1841,47 (budget EUR 2599)
Pamplona meeting: EUR 635,21 (budget EUR 880)
Brno meeting: EUR 6886,77 (budget EUR 10770)

Leaving us at EUR 159 636,05 before the Tartu meeting and training school.

7. Implementation of COST policies on:

a) Promotion of gender balance

Gender balance:

- i. Vice Chair is female
- ii. Science Communication Manager is female
- iii. Responsible for STSM is female
- iv. Grant Holder Manager is female
- v. WG1 leader is female
- vi. WG3 leader is female
- vii. WG4 leader is female
- viii. 2 of 4 Activity Group (AG) leaders in WG1 is female
- ix. 3 of 3 AG leaders in WG2 is female
- x. 2 of 3 AG leaders in WG3 is female
- xi. In addition, 40 out of 57 members of Action MC is female (equals 70%).

b) Early Career Investigators (ECI):

In WG2: 8 of 14 is ECI / 2 of 3 Activity Groups leaders is ECI, and in WG3: 9 of 16 is ECI

- i. Inclusiveness and Excellence (see below list of Inclusiveness Target Countries)
By May 1st 2019, 19 of the 35 COST countries was ITC (54%), and this includes 86% of all possible ITC countries:
- ii. The number of Action MC members from ITC is 33 out of 60.
- iii. Members from ITC countries is represented in the Core Group as:
- iv. Working Group leader for WG1 (Czech Republic)
- v. Working Group leader for WG2 (Croatia)
- vi. Responsible for STSM grants (Republic of North Macedonia)
- vii. In addition, as:
- viii. Leader of WG1-Activity Group 13 (Slovenia)
- ix. Leader of WG2-Activity Group 5 (Poland)

8. Follow-up of MoU objectives: progress report of working groups

In general, most of the objectives has been met.

9. Scientific planning

a) Scientific strategy (MoU objectives, GP Goals, WG tasks and deliverables)

b) Action Budget Planning:

c) The possibility of only limited support for meeting participation. Suggestions

- i. Cut down on activities
- ii. Cut down on reimbursement for travelling
- iii. Increase the use of ITC when choosing venues (Be aware of extra travel costs)
- iv. Decrease number of participants in the meetings (Remember the need to have quorum on Action MC)
- v. No LOS
- vi. Not fully covering expenses – some participants can find support elsewhere
- vii. Plan in good time so cheaper flight and hotel
- viii. ... (other suggestions?)

- Everyone agrees on nr ii, v and vi should not be used.
- Send a survey about what is available, how many can come, what is the cost, time for hosting.
- Earlier information about an activity so people who can buy tickets earlier do so.

d) Long-term planning (including anticipated locations and dates of future activities)

- i. Plans for the 1st EBR/EVBRES Conference in 2020 / Training School / Workshop: Odense, Denmark.
- ii. GES and EVBRES (2nd EBR/EVBRES Conference / Training School / Workshop) in Prague, 2021
- iii. 3rd EBR/EVBRES Conference / Training School / Workshop in ... (not yet decided)

e) Dissemination planning (Publications and outreach activities)

EBR / EVBRES Conferences

- i. ITC Conference Grants – abstracts for other conference, support from COST + flyers
- ii. Dissemination Meetings – support from COST (flyers)
- iii. Abstracts for other conferences + flyers
- iv. Meetings related to key stakeholders (Editors/reviewers for example) + flyers
- v. Website / Flyers
- vi. Handbook
- vii. Scientific papers

10. AOB

11. Location and date of next meeting

12. Summary of MC decisions

13. Closing