



## **Draft Minutes**

### **Management Committee Meeting**

#### **COST Action MP1106**

#### **\*Smart and green interfaces - from single bubbles and drops to industrial, environmental and biomedical applications (SGI)\***

#### **at Marseilles, France**

**Venue: Aix Marseille Université , Saint Charles, 3, place Victor Hugo 13331  
Marseilles Cedex 03. 13:50pm to 16:20pm, 23/04/2014**

1. Welcome to participants
2. Adoption of agenda
3. Approval of minutes and matters arising of last meeting
4. Update from the Action Chair
  - a. Status of Action, including participating countries
  - b. Action budget status
  - c. STSM status and new applications
5. Promotion of gender balance and of Early Stage Researchers (ESR)
6. Update from the Grant Holder
7. Update from the COST Office
8. Update from the DC Rapporteur
9. Annual Progress Conference (preparation and/or feedback from DC)
10. Follow-up of MoU objectives
  - a. Progress report of working groups
11. Scientific planning
  - a. Scientific strategy
  - b. Action Budget Planning
  - c. Long-term planning (including anticipated locations and dates of future activities)
  - d. Dissemination planning (Publications and outreach activities) and Web news
  - e. Horizon2020 planning (Thematic Clusters, Round Tables, IP matters)
12. Requests for new members
13. Non-COST applications to the Actions
14. AOB
15. Location and date of next meeting
16. Summary of MC decisions
17. Closing



## MINUTES

**PRESENT:** From the COST Office: -

**MC members:** Chair: Prof. Thodoris KARAPANTSIOS (EL), Vice Chair: Libero LIGGIERI (IT), Prof. Pierre COLINET (BE), Prof. Elena MILEVA (BG), Prof. Nikolai DENKOV (BG), Prof. Herman AUTRUP (DK), Dr Dusko CAKARA (HR), Dr Jiri VEJRAZKA (CZ), Dr. Pavlina BASAROVA (CZ), Prof. Mickael ANTONI (FR), Prof. Catherine COLIN (FR), Dr. Tatiana GAMBARYAN-ROISMAN (DE), Prof. Margaritis KOSTOGLU (EL), Dr. John LIOUMBAS (EL), Dr Norbert BABCSAN (HU), Prof Matthias MOEBIUS (IE), Prof. Stefano GUIDO (IT), Dr. Gunars BAJARS (LV), Dr. Mindaugas MILIESKA (LT), Prof. Victoria DUTSCHK (NL), Prof. Tomasz SOSNOWSKI (PL), Dr Jaroslav KATONA (RS), Prof. Miguel CARBERIZO VILCHEZ (ES), Dr. John KIWI (CH), Dr. Imren HATAY PATIR (TR), Prof. Mustafa ERSOZ (TR), Prof. Glen MCHALE (UK).

**MC substitutes:** Dr Norman MCMILLAN (IE), Dr. Simeon STOYANOV (NL), Mr. Ionut-Relu, ANDREI, Dr. Zoran SAPONJIC (RS), Dr. Ricard GONZALEZ-CINCA (ES), Mr. Ionut-Relu, ANDREI to (RO)

In total, MC members from **21** countries were present, which is **above** the required 2/3 of the current countries that have signed the MoU (**31**). So, decision voting by the MC is eligible.

### ITEM 1. Welcome to participants

The Chairman Prof. Thodoris Karapantsios welcomed the participants.

### ITEM 2. Adoption of the agenda

The agenda was adopted by the MC. The adopted Agenda is presented at the first page of the present document.

### ITEM 3. Approval of minutes and matters arising of last meeting

The final version of the Minutes of the last MC meeting in Prague, March 2013 that has been circulated by email to all MC members was approved.

### ITEM 4. Update from the Action Chair

The Chair gave a Powerpoint (**Annex A**) presentation concerning the current status of Action.

#### a. Status of Action, including participating countries

The Action is about to complete its second year (end of May 2014) of activities. So far, there has been a series of events:

- Management Committee Meeting and Annual MP1106 Workshop (Marseilles, France).
- Three Working Group Meetings (**A.** Sofia, Bulgaria, **B.** Saragossa, Spain, **C.** Cargese, France)
- One core group meeting (Teleconference)
- Fifteen Short Term Scientific Missions
- Three Training Schools (**A.** Thessaloniki, Greece, **B.** Bonassola, Italy, **C.** Darmstadt, Germany)
- Dissemination (The website is updated with job/postdoc announcements and MC meetings approved documents).





The current number of participating countries is 31.

The Chair asked for volunteers to join the Self-Evaluation Committee (aims to evaluate the scientific output of the Action, identify the major achievements and their dissemination and identify possible routes to further funding) which is forecasted by the MoU. Dr. Christophe Trabi suggested himself as a volunteer and the MC voted **YES** on that. The Chair said that if necessary, one more person will be chosen. Moreover, Dr. Christophe Trabi, said that he has some ideas concerning the organization of Training Schools, which he will submit them to the MC Chair.

#### **b. Action budget status**

The budget status has been presented through the approved Workplan and Budget plan (Annex A: slide 3). Changes from the originally submitted Workplan have been pointed out which refer chiefly to location, dates and allocated budget of meetings. There was an amendment of this year's budget by COST Office based on a justification letter provided by the Chair. The budget from 183,000 euro was raised to 213,418 Euro. This amount includes an extra amount due to the increased number of member states to 31 (from 29 at the beginning of the 2nd year) plus a 10% top up.

However, the Chair stressed out that the total budget of 213,418 Euro probably will not suffice to deal with the increased needs of the Action as they were formed after the Annual Domain meeting in Iceland. Specifically, he informs the MC that after the Annual Domain meeting in Iceland, he got a very positive feedback from the DC delegates on the concept of Clusters and received their strong endorsement for their successful implementation. This resulted to a great expansion of the Action to new members from both academia and industry and, in turn, the organization of Round Tables in Marseille with a great success (which means increased number of participants). The Chair said that a major effort was made to make a prudent, yet effective, use of the Action's budget by inviting to Marseille Annual Workshop many but not all willing members. This was disappointing to declined members but necessary for budget reasons. Estimation was based on feedback from several members regarding their travel expenses. If despite this effort, the budget still does not suffice to cover all eventual expenses then the possibility will be examined to share among participants a small discount to match the extra amount. For up to 5000 Euros extra amount, a decision will be taken by the Core Group.

#### **c. STSM status and new applications**

The STSM coordinator, Prof. Ersoz gave a Powerpoint presentation (**Annex B**) on the present STSM status. The Action commitment of having 70% STSMs for ESRs was fulfilled. Females used ~30% of the STSMs which is a good indication of gender balance.

The Chair stressed out that the new COST rules include an increase on the maximum STSM Grant (max 500 Euro for travel, max 160 Euro per day). However due to future possible budget constrains of our Action, he proposes to keep the previous status of 300 euro for airplane ticket and 90 Euro per night as it is. Moreover, he suggests the maximum STSM Grant per person not to exceed 1500 euro until December 2014, and only for special occasions and upon request -that will be evaluated by the STSM coordinator- new amounts may be considered. The MC voted **YES** on the above matters.

### **ITEM 5. Promotion of gender balance and of Early Stage Researchers (ESR)**

The Gender Balance coordinator (Prof. Tatiana Gambarayan – Roisman) talked about the gender balance in the group (**Annex C1**). She stressed out that:

- The issue of gender balance should be brought in discussion to the ESR during a training school.
- The logo competition organized by the Gender balance coordinator was held without knowing the names of contributors, so it was impartial.

The ESRG leader gave a Powerpoint presentation (**Annex C2**) where he presented the Agenda that will be discussed during the ESR group meeting. Moreover, the ESRG leader stressed out the idea that the ESRs could have the possibility to propose the Training schools future topics and to be able to act as



organizers as well. The MC members agreed on that and voted **YES** on the premise that this proposal will be put forward by the ESR Group that has its meeting the next day of the MC meeting.

#### **ITEM 6. Update from the Grant Holder**

GH has sent recently a number of messages to MC members so there is no real need for an update. If an issue will occur the Grant Holder Manager will inform the MC members electronically.

#### **ITEM 7. Update from the COST Office**

No representative from COST office was present on spot. However, the Chair informed the MC members that the COST will shift from ESF to the H2020 umbrella. This transition will probably result in increasing Actions budgets, but will also result in turbulence regarding bureaucracy and delays that most probably will affect our Action, too.

#### **ITEM 8. Update from the DC Rapporteur**

The DC Rapporteur commented on the planned New Actions selection procedure. Specifically, he said that the new procedure will most probably not be based at all on the Domain Delegates Body but entirely on external reviewers like other H2020 proposals. The MC members agreed that if this is the case then the planned procedure will not promote transparency.

Moreover, concerning the Annual Report evaluation, he suggested to the labs to highlight their most interesting scientific achievements.

#### **ITEM 9. Annual Progress Conference**

The Chair asked for the support of Action members to make an impressive presentation during the Annual Progress Conference of MNPS Actions on 10-11 September 2014 at Heraklion, Greece. So far, feedback from members to Working Group leaders was very poor. The Chair suggested that the WG members should send their contribution to WG leaders as highlights. DC Rapporteur agreed with that suggestion. A new message will be sent out by the Chair to urge for more feedback from all members.

#### **ITEM 10. Follow-up of MoU objectives**

The Chair stated that it is imperative to receive feedback from all WG members in order to write the annual report to COST Office. Again, the Chair suggested that the WG members should send their contribution to WG leaders as highlights. The dissemination manager (Prof. Nikolai Denkov) asked from the MC members if it is possible one single report to be prepared for every WGs. Moreover, he suggested that the major achievements of their lab should be clearly highlighted in this report. MC members agreed on the above suggestion.

##### **a. Progress report of working groups**

- WG1: The WG1 leader (Prof. Victor Starov) was not present at the MC meeting but has sent a Table summarizing the annual contribution of WG1 members. The Table was presented to the MC by the Gender Balance Coordinator, Dr. Gambaryan-Roisman (**Annex D**).
- WG2: The WG2 leader, Prof. Victoria Dutschk, gave a presentation on the of WG2 progress (**Annex E**).
- WG3: The WG3 leader (Prof. Reinhard Miller) was not present at the MC meeting. The Chair will ask for feedback from the WG3 leader regarding the annual progress in WG3 (**Annex F**).
- WG4: The WG4 leader, Dr. Norman McMillan, gave a presentation concerning the progress of WG4 (**Annex G**).





## 11. Scientific planning

### a. Scientific strategy

The matters concerning scientific strategy have already been discussed through the meeting.

### b. Action Budget Planning

The Chair stressed out that:

- The Budget for the Grant Period starting on 2/6/2014 and finishing on the 01/06/2015 is still provisional; under consideration by the COST Office given the transition from ESF to H2020. However, the so far feedback from COST Office speaks about 194000 EUR.
- The provisional budget is subject to ongoing negotiation on COST H2020 Grant Agreement between the European Commission and the COST Association.
- The new yearly work and budget plan should be presented to COST Office using a new template, as soon as possible and no later than 30/05/2014.

### c. Long-term planning (including anticipated locations and dates of future activities).

The MC approves the Chair proposal the next Annual Workshop for 2015 to take place in Piraeus, Greece (the possibility of using a boat as a venue will be examined, especially from a financial point of view since there are special cruise offers that are cheaper than regular hotel/meals schemes), 11-15 May, 2015. Moreover, the MC approves the Chair proposal concerning the following WGs/Cluster meetings:

#### 1. Nanomaterials and Nanotechnologies

##### Nanostructured Materials for Water Treatment/Purification

Location: Antalya, Turkey

Date: Oct. 15-16, 2014.

#### 2. Medical Diagnostics and Advanced Therapies

##### Sustainable Food Science and Technology

Location: Porto, Portugal

Date: early -mid Oct 2014.

#### 3. Heat and Mass Transfer on a Solid Substrate

##### Wetting of complex surfaces

Location: Eindhoven, The Netherlands

Date: end Oct. 2014.

Concerning the Training Schools, the MC approves the Chair proposals:

#### A. Career development/Entrepreneurship

Location: Thessaloniki, Greece

Date: 15-18 July 2013

#### B. Advanced Multi-physics Simulation Technology

Location: Luxembourg city, Luxembourg

Date: 24-25, Sept 2014

#### C. Kinetics and wetting/spreading of complex liquids

Location: Loughborough, UK





Date: January 2015

The Chair proposes Training Schools A & C to be postponed until final information is available from COST Office regarding the budget. Unless the budget is increased by at least 10-15 kEuro (further to the appointed 194 kEuro), these two TS should be canceled.

#### **d. Dissemination planning (Publications and outreach activities) and Web news**

The Dissemination manager Prof. Nikolai Denkov suggested that the dissemination activity is realized mostly via publications (including reviews in the specialized journal Adv. Colloid Interface Science on the research activity of the action) and via the website of the action. The information submitted for website loading is handled promptly (within 1 to several days). Messages to all action participants are regularly sent without any delays. Information about all meetings (past and coming) is uploaded. One minor problem with the website is that most of the fresh information appears on the second-level pages (e.g. on page Events) without warning on the main page. Following a suggestion by Prof. L. Liggieri, it was decided that all new messages will be briefly announced on the main page of the project with their date of appearance.

The Chair asks from MC members to acknowledge the Action when publishing papers on topics related to the Action.

#### **e. Horizon2020 planning (Thematic Clusters, Round Tables, IP matters)**

The matters concerning Horizon2020 Planning have already been discussed through the meeting. However, Prof. Stefano Guido gave a presentation (**ANNEX H**) gave a presentation concerning the Thematic clusters and Round tables towards Horizon 2020.

#### **12. Requests for new members**

The request from Bosnia – Herzegovina Prof. Sefko Sikalo, University of Serajevo, is the only new member request. The MC approves this request. The MC will wait for the official COST procedure to be completed and then will approve the entry of Bosnia – Herzegovina as a new member state to the Action.

#### **13. Non-COST applications to the Actions**

There are no new Non-COST applications.

#### **14. AOB**

N/A.

#### **15. Location and date of next meeting**

Please see above (ITEM 11c).

#### **16. Summary of MC decisions**

1. Dr. Christophe Trabi, nominated as a member of the Self-Evaluation Committee (ITEM 4a).
2. STSM budget per person reduction (ITEM 4c).
3. Long term planning (ITEM 11c).
4. Request for new members (ITEM 12).

#### **17. Closing**

#### **List of Annexes**





- Annex A : Chair presentation
- Annex B : STSM presentation
- Annex C1: Gender Balance presentation
- Annex C2: ESRG presentation
- Annex D : WG1 presentation
- Annex E: WG2 presentation
- Annex F: WG3 presentation
- Annex G: WG4 presentation
- Annex H: IP presentation